

Crafton Hills College  
 Planning and Program Review  
 Minutes

May 16, 2011

Members: \*Present  
 \*Denise Allen-Hoyt  
 \*Marcus Dashoff  
 \*Cheryl Marshall  
 Jessica McCambly  
 \*Ralph Rabago  
 \*Michelle Riggs  
 \*Michael Strong  
 \*Rebecca Warren-Marlatt  
 \*Gary Williams  
 \*Sherri Wilson  
 \*Keith Wurtz

Laura Record (Recorder)

TOPIC	DISCUSSION	FURTHER ACTION
Approval of Minutes, May 9, 2011	Approved with amendments	Ralph Rabago and Keith Wurtz to be added to list of members.
Annual Plan Questions Revision-Denise		Keith will make changes to Question #1. A question for non-instructional units will be added.
Survey Results-Keith and Michelle	Responses to most items indicated higher satisfaction than last year. The written suggestions included: <ul style="list-style-type: none"> <li>• Discipline- specific training in department meetings.</li> <li>• Mentoring/training.</li> <li>• Allow more time to describe programs to committee.</li> </ul>	Denise will have a conversation with the Academic Senate and go over the questions.  The committee will plan ways to increase training/mentoring next year. One idea is to pair participants with volunteer mentors who completed the process successfully. The chairs and other committee members may meet with Deans in the fall regarding facilitating dialogue and participation at the unit level. Denise will talk with the Academic Senate about sponsoring training.  It was suggested to include sections of the handbook online for helpful tips with the questions.

		In addition, the formatting handbook will be revised to be more user-friendly. Cheryl and Rebeccah will work on the handbook during the summer, and will keep Denise updated.
Final for the SLO's Questions for Program Review-Denise	Questions were reviewed and discussed.	Keith will make changes and send them to the committee members. The Committee will meet next week (5/16) to finalize the questions.
Unit Cycle Chart	Denise added two new columns to the chart. The committee made some changes to the cycle	Denise will work on changes.
Other Business	Gloria Harrison sent out the Planning Priorities 2011-12 memo campus wide today.	
Adjournment is scheduled for 5:00p.m.	Adjourned 4:35p.m.	
<b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.	<b>Vision Statement</b> The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.	<b>Institutional Values</b> <b>Our institutional values are creativity, inclusiveness, excellence and learning-centeredness.</b>