

# Crafton Hills College

Educational Master Planning Committee Minutes

Date: September 24, 2013

Time: 3:00-4:40 pm

Location: LRC 135

## Members and Guests

- P-Denise Allen-Hoyt
- A-Jane Beitscher
- P-Debbie Bogh (Co-Chair)
- A-Sharen Chavira
- A-Karen Childers
- A-Rick Hogrefe
- P-Janine Ledoux
- P-Bryan Reece (Co-Chair)
- P-Gary Reese
- A-Michelle Riggs
- P-Ernesto Rivera
- P-Mike Strong
- A-Rebecca Warren-Marlatt
- P-Keith Wurtz

TOPIC	DISCUSSION	FURTHER ACTION
<b>1.0 Review and Approval of September 10, 2013 Minutes.</b>	<ul style="list-style-type: none"><li>• Members reviewed minutes and discussed changes to minutes. Some minor changes were made as well as:</li><li>• 3.0 Master Plan is a living document.</li><li>• 9.0 Discussion changed to: Crafton has unduplicated head count of 5666. There is an increase in enrollment by 7%. This is the first time that Hispanic, Asian, African American and Other are 51% of Crafton's total population.</li><li>• Minutes approved with corrections.</li></ul>	
<b>2.0 Homework Submissions</b>	<ul style="list-style-type: none"><li>• Bryan Reece let members know what some of the submissions were of the homework assignment.</li><li>• Engage, Learn, and Advance is the area to be focused on.</li><li>• Several members liked the idea of 85% completion rate.</li><li>• The consensus is to move forward with the 3 peaks challenge that will be more of a challenge to complete in 3 years.</li></ul>	

TOPIC	DISCUSSION	FURTHER ACTION
<p><b>3.0 Suggested Program of Work</b></p>	<ul style="list-style-type: none"> <li>• Bryan Reece passed out the EMP Committee Program of Work Report.</li> <li>• Establish the “Big Goal” as 85% Completion rate by 2016.</li> <li>• Crafton will measure what we have control over and focus on CTE. The other goals for students will be picked up at a later date.</li> <li>• Focus on establishing a unifying “Big Picture” for the whole campus. Have all employees aware of their roles in each area.</li> <li>• Reviewed summary of of the “Big Picture”.</li> <li>• Members felt that the District Strategic Plan should be in our Educational Master Plan.</li> <li>• All information that is developed will be posted on the Educational Master Plan website.</li> <li>• Bryan would like to get the dialogue out to everyone to focus on Engage, Learn, and Advance by building a presense via the Web, Facebook, Twitter, Instagram, etc.</li> <li>• Members felt this would be a good topic for In-Service days on campus.</li> <li>• Bryan discussed the 3 peak hike that he is organizing with Gary Williams and Mike Strong. The hike will take place on October 19<sup>th</sup> and he is opening it up to whoever wants to attempt. There will only be about 24 spots available. Members gave their input.</li> <li>• Bryan wanted to hold off on reviewing sections 4 &amp; 5 of the plan until next meeting.</li> <li>• Bryan discussed connecting Professional Development Strategy with Educational Master Plan. He would like to relaunch Teaching and Learning Center.</li> </ul>	<p>Come back to sections 4 &amp; 5 of the EMP Committee Program of Work.</p>

TOPIC	DISCUSSION	FURTHER ACTION
<b>4.0 Committee Evaluation</b>	<ul style="list-style-type: none"> <li>Keith Wurtz went over the Educational Master Plan Self-Evaluation Academic Year 2012-2013. One area that stands out is the effectiveness: Working properly and productively toward the committee's intended results. A place for improvement would be making a check list and a place to go with more direction. Next meeting Keith will be setting a timeline for how often the mission and values are reviewed.</li> </ul>	Put Keith on Agenda for next meeting. (timeline)
<b>5.0 Activity for "Learn" &amp; "Advance"</b>	(this was not discussed)	Put on Agenda for next meeting
<b>6.0 Wrap Up</b> <ul style="list-style-type: none"> <li>Questions/Comments/Items from Floor</li> <li>Agenda Items for Next Time (POW, Other?)</li> <li>Next Meeting = October 8, 2013</li> <li>Adjourn</li> </ul>	<ul style="list-style-type: none"> <li>The next meeting will be held on October 8, 2013.</li> <li>Meeting adjourned at 4:36 p.m.</li> </ul>	
<p><b>Mission:</b> To advance the education and success of students in a quality learning environment.  <b>Vision:</b> To be the premier community college for public safety and health services careers and transfer preparation.  <b>Values:</b> creativity, inclusiveness, excellence, and learning-centeredness.</p>		