

Crafton Hills College

Planning and Program Review Minutes

Date: September 26, 2011

Members:

Denise Hoyt
 Cheryl Marshall
 Jessica McCambley
 Ralph Rabago
 Michelle Riggs
 Michael Strong
 Rebecca Warren-Marlatt
 Gary Williams
 Sherri Wilson
 Keith Wurtz

Laura Record (Recorder)

TOPIC	DISCUSSION	FURTHER ACTION
Review of September 19 minutes	Rebecca announced we will have a student representative joining us shortly. Michelle Riggs volunteered to mentor him.	Approved as amended
Final approval of revised timeline		Approved
Discussion, Distressed programs Materials: Distressed program plans and feedback	Denise facilitated a discussion of the distressed programs and the feedback the committee provided in the last cycle or two, in some cases. Most units will be directed to respond to the committee's feedback. If topics do not fit within the questions provided, they can provide explanation/information in items 1 and 6.	
Discussion: Orphaned programs: who handles the planning documents?	<p>The group discussed several options:</p> <ul style="list-style-type: none"> • Managers should roll units together (e.g. ASL with Modern Language) • Exempt them from annual planning • Exempt them from full PPR every three years • Exempt them from all PPR reports • Let the Dean decide. <p>After much deliberation, and after checking the job description for Department Chairs, the group decided to require a full PPR every three years and allow the three year action plan to be submitted in alternate years in lieu of a full plan.</p> <p>The work load should be divided among faculty and management as follows:</p> <ul style="list-style-type: none"> • The department chair should facilitate dialogue and communication regarding the PPR • The dean should write the document <p>The consolidation of units when possible should be undertaken to reduce workload.</p>	<p>Denise to share recommendation with Academic Senate</p> <p>RWM to share with Deans</p>
Other business	The group reviewed the CHC Annual Planning Priorities, 2010-2011. These were actually developed in 2011 based on 2009-2010 PPR. The label should change to read : CHC Resource Allocation, 2010-2011 Using the CHC Annual Planning Priorities for 2009-2010.	
Adjournment	5 p.m.	

<p>Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p>Vision statement The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>
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