

PPR Minutes

Members

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| Jessica McCambly | Rebecca Warren-Marlatt | Sherri Wilson | Brad Franklin | Denise Allen (ex officio) |
| Margaret Yau | Marlatt | Keith Wurtz | | Cheryl Marshall (ex officio) |
| Michael Strong | Gary Williams | Annaly Medrano | | Lorena Guadiana (Guest) |

| TOPIC | DISUCSSION | FURTHER ACTION |
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| Minutes, April 22, 2013 | Minutes approved as written. | |
| Feedback from Crafton Council on the membership to PPRC (10 minutes) | Crafton Council is recommending state 2 of 3 VPs in membership and that we add a Dean that rotates to the membership. | Keith will let Crafton Council know that all right with both suggestions as long as Dean is on for two-year term. |
| Update on emails sent to programs categorized as Distressed (10 minutes) | I drafted emails for all programs for Jessica to review based on what Rebecca sent last year. We will send out to all participants when we have finished. | |
| Review the changes to the Instructional and Non-Instructional Rubrics and finalize (20 minutes) | I misplaced notes on the changes to the needs-based curriculum rubric. Revisions to the rubric were made. Changes to the needs based rubric were captured in the DQ question. | |
| Review the results from the PPR Cycle Survey (20 minutes) | Keith reviewed the results from the survey. Discussed doing a four-year planning cycle as a conservative compromise. Need to try to find balance between workload and benefit to programs. | Keith and Jessica will send the request to Crafton Council recommending a four-year planning cycle. |
| Letter to the President (5 minutes) | We will send to the President after notify programs of how they did on PPR. | |
| Review of results from PPRC Feedback Survey | Keith presented the results of the survey. Discussed the low ratings and that most of the respondents did not attend any of the trainings or workshops. Also discussed that the feedback didn't not really include actionable suggestions. It was suggested that we discuss the concerns and have two meetings. Participants do not look at the rubric. Committee meeting is negatively perceived. Maybe should not come and meet with us unless they request it. Could make it an option to meet with the committee. Invite them to come and sit at the table and fill out the rubric and meet with the committee to complete the rubric. Come to the meeting with their rubric completed and participate in the process. | Keith will change PPRC Handbook that the process for meeting with the committee will change to be a part of completing the rubric. Programs will know up front that they will be scoring rubric. Do training on in-service for the programs on the planning cycle and follow-up with trainings throughout the term throughout the year. Train the Deans as well as programs. |
| Draft Calendar for next year based on 4 year cycle | Keith discussed rationale for developing a four-year cycle. | Keith will draft a calendar and schedule for next meeting. |
| Review Future Agenda Items (5 minutes) <ul style="list-style-type: none"> Process and Web Tool Improvements for next year | Items we still need to examine: calendar and schedule for next year and changes to the PPR Handbook. | |

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| <p>(Need to complete survey first)</p> <ul style="list-style-type: none"> • Development of calendar for next year (Need to decide on cycle first) • Review and revise the PPR Handbook if needed (Need to complete all processes listed above first) • Suggestion – Committee members take turns reviewing plans. | <p>Discuss having annual plans done by Christmas. If budget cycle in the black having annual plans completed in December will be more functional. Needs a broader discussion before this committee changed Annual Plan for date.</p> | |
| <p>Other Items</p> | <p>The committee completed the committee self-evaluations. Jessica passed out her beautiful certificates.</p> | |
| <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> |