

Crafton Hills College

PPR Minutes

Date: January 26, 2015

Time: 3:00 PM – 4:45 PM

Location: LRC-135

Committee Members	P		P		P
Co-Chair: Keith Wurtz	Y	Ben Gamboa	Y	Rebecca Warren-Marlatt	Y
Co-Chair: Jessica McCambly	Y	Meridyth McLaren	Y		
Daniel Bahner	Y	Floyd Simpson			
Adam Downer	N	Bryan Reece	Y		

Committee Charge

The charge of the PPRC is to advance continuous, sustainable quality improvement at all levels of the institution. Toward that end, the committee conducts a thorough and comprehensive review of each unit at the college on a cyclical basis and oversees the annual college-wide planning process. The results of PPR inform the integrated planning and resource allocation process at the college, and are aligned with the district strategic planning process. The committee relies on quantitative and qualitative evidence to evaluate programs, develop recommendations to the President, and determine and implement improvements to the PPR process.

TOPIC	DISCUSSION	FURTHER ACTION
1.0 Effective, Efficient and Transparent Processes		
The College operates through effective processes and structures. All planning processes and decision-making are transparent, evidence-based, efficient, clearly defined...		
<ul style="list-style-type: none"> Review the minutes from December 8, 2014 (5 minutes) 	The minutes were approved as written.	
<ul style="list-style-type: none"> Committee member change (5 minutes) 	Robert Brown will no longer serve on the PPRC for the rest of the year.	Jessica will look into asking a Faculty member who has experience on the committee to serve on the committee just for the Spring 2015 semester.
<ul style="list-style-type: none"> Review where programs are at with completing the annual and four-year plans. Annual plans are due February 9, 2015. (5 minutes) 	Keith reviewed the progress on the annual plans. Only Administrative Services AP has been completed, 4 Arts and Sciences, 3 Career Education, no MERIS plans, no President Area plans, and no student services annual plans.	
<ul style="list-style-type: none"> 3:15PM - Meet with the Anatomy/Physiology Program to review four-year plan (30 minutes) 	The Committee met with the Dean of Arts and Sciences only, because the Faculty member was teaching a course. The committee drafted the feedback for the Anatomy and Physiology Program.	Jessica will write feedback for Anatomy/Physiology.
<ul style="list-style-type: none"> 3:45PM - Meet with the Public Safety Program to review four-year plan (30 minutes) 	The Committee met with Dr. Holbrook and discussed the PBSF plan. Dr. Holbrook communicated that the PBSF hadn't decided whether or not it was going to develop a plan to start offering the Emergency Management Certificate. Committee discussed whether the PBSF program is a program if there are only two courses. Also discussed whether the College needs to develop a definition of a program for program review and what processes the committee needs to take next.	Keith will draft email for committee to review at the next PPRC meeting.
<ul style="list-style-type: none"> Draft and Finalize feedback for the Paramedics and Fire Academy Programs (15 minutes) 	The committee drafted feedback for the Paramedics and Fire Academy programs.	Jessica will right feedback and bring to next meeting for Paramedic and Fire Academy.
<ul style="list-style-type: none"> Plans to be reviewed on February 2, 2015: Biology and Radiologic Technology. Keith will not be at this meeting. (5 minutes) 	Keith let the committee know that they will only be reviewing the RADTECH program next Monday because the Biology Program did	Keith will draft the agenda for the February 2, 2015 meeting.

	not complete their program review. Keith informed the committee that he will not be at the meeting the next week.	
2.0 Inclusiveness The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...		
<ul style="list-style-type: none"> Other Items 	The committee finalized the feedback for the Honors and CIS Programs	Keith will send out the Honors Program feedback. Jessica will send out the CIS program feedback.
<p>Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	<p>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>