

Crafton Hills College

Date: April 8, 2019

Time: 3:00 PM – 4:45 PM

Location: LRC-110

PPR Minutes

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| Committee Members | P | | P | | P |
| Co-Chair: Keith Wurtz | P | Karen Peterson | P | Mike Strong | P |
| Co-Chair: Patricia Menchaca | P | Meridyth McLaren | P | Artour Aslanian | A |
| Tom Bryant | P | | | | |

Committee Charge

The charge of the Planning and Program Review (PPR) Committee is to advance continual, 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 planning and program review 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 |
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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...

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| <ul style="list-style-type: none"> Review the minutes from April 1, 2019 (5 minutes) | The minutes for April 1, 2019 were approved as written | |
| <ul style="list-style-type: none"> Review number of programs who have finalized programs and update committee on roll-up timelines (20 minutes): <ul style="list-style-type: none"> Department Rollups – Friday, April 5, 2019 Division Rollups – Friday, April 12, 2019 Area Rollups – Friday, April 26, 2019 PPRC Objective Prioritization – Monday, April 29, 2019 | The committee review roll-up timeline <ul style="list-style-type: none"> SINS: All department rollups completed, with the exception of two. Instructional support still needed | Keith will complete the roll-up, if not already done by the division meeting. |
| <ul style="list-style-type: none"> Discuss budget categories – Mike (30 minutes) | Reviewed previously by Budget Committee. BC recommended PPRC keep the current categories. | |
| <ul style="list-style-type: none"> Review Program Review Survey – Ruby (10 minutes) | The committee review the PPR survey, with minor changes. | |
| <ul style="list-style-type: none"> Review the instructional questions (20 minutes) | The committee agreed to continue with the questions/changes made in the previous year. | |
| <ul style="list-style-type: none"> Review the non-instructional questions (20 minutes) | The committee agreed to continue with the questions/changes made in the previous year. | |

2.0 Inclusiveness

The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...

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| <ul style="list-style-type: none"> Other Items | <ul style="list-style-type: none"> Review the alignment of ACCJC standards with the rubric questions in the program review Discuss feedback on the scheduling matrix from Faculty Chairs and adding morning and | |
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| | <p>evening to the matrix to help inform student planning</p> <ul style="list-style-type: none"> • Discuss process for adding programs to PPR – What is a program? • Adding a flag in program review that identifies district request • Alternative data measures • Discuss word count • Explore different web tools for program review <p>Discuss adding frequently made mistakes</p> | |
| <p>Mission Statement</p> <p>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</p> <p>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</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p> |