

**Educational Master Plan Committee Minutes**

**Date: September 25, 2019**  
**Time: 3:00 p.m.**  
**Location: CCR 233**

**Members:**

Kevin Horan, Chair	Paul Jacques
Artour Aslanian	Michelle Riggs
Carrie Audet	Gio Sosa
TL Brink	Mike Strong
Sean Brown	Dan Word= <b>A</b>
	Keith Wurtz

**A=ABSENT**

TOPIC	DISCUSSION	Further Action
Approval of minutes for April 223, 2019	The minutes for April 23, 2019 were approved as written.	
EMP Charge and Membership - All	<p>The current Educational Master Plan Committee charge was reviewed. After discussion it was decided to amend the Charge and membership to:</p> <p><b>Charge:</b> The Educational Master Planning Committee relies on evidence (e.g. quantitative and qualitative research, learning assessment results, etc.) to develop, review and revise the Educational Master Plan with input from the appropriate constituencies. It meets <del>twice per month</del> <b>on the 4<sup>th</sup> Tuesday of every month.</b></p> <p><b>Membership:</b> Two Vice Presidents (VPAS, VPSS, or VPI); President Academic Senate or designee; President, Classified Senate or designee; one CSEA representative; President, Student Senate or designee; <del>Planning and Program Review Committee</del> <b>a faculty member, Planning and Program Review Committee;</b> Director, <del>Resource Development</del> <b>Institutional Advancement;</b> three additional faculty; one Instructional Dean; Dean, Institutional Effectiveness, Research and Planning.</p> <p><b>Term:</b> Two years (for appointees)</p> <p><b>By Consensus,</b> the EMP Committee approved these changes.</p>	
Review Mission, Vision and Values for CHC - All	<p>The EMP Committee reviewed the current Mission, Vision and Values for Crafton Hills College.</p> <p><b>By Consensus,</b> the EMP Committee approves as written. The EMP committee will send this to Crafton Council for approval.</p>	Put on Crafton Council agenda

<p>Review the EMP Strategic Directions, Goals and Objectives and Identify EMPC objectives to emphasize for the year - All</p>	<p>The Committee reviewed the EMP Strategic Directions, Goals and Objectives to select the focus for the year. After discussion, it was decided to continue with the same focus as last year.</p> <p>Kevin asked that at the end of the year we do some type of assessment to review how well we did and to decide on the appropriate focus for the next year.</p>	<p>Put on EMP agenda for May 2020</p>
<p>Update CHC scorecard and Board Study Session Info - Gio</p>	<p>The Board of Trustees Board Study Session on Thursday 09-26-19 is College Ed Master Plan Updates. The Chancellor's Office had asked each college to put together a document for the board study session. Today, we were asked to change the format of the required document per Jeremiah Gilbert and instead provide a one page document similar to SBVC.</p> <p>Kevin asked we add in accepted number of students to UC System to provide a better picture of our transfer success (instead of number of attending).</p> <p>There was discussion regarding the employee satisfaction questionnaire. In the past the number of surveys submitted has been relatively low, it was suggested we make paper copies and distribute at the Spring In-Service Day meeting. This will allow the Institutional Effectiveness, Research and Planning group to go over the results and we can share at the next Fall In-Service Day meeting.</p> <p>Gio will make some adjustments, clean up some pieces and bring it back to the committee to review. This will be submitted to Crafton Council for approval and then it will go out to the campus.</p>	<p>Gio will lead the effort to administer the Employee Campus Climate Survey at the Spring 2020 In-Service</p>
<p>Review of Standard IC14 - Keith</p>	<p>Standard IC14: The institution ensures that its commitments to high quality education, student achievement and student learning are paramount to other objectives such as generating financial returns for investors, contributing to a related or parent organization, or supporting external interests.</p> <p>The committee discussed the standard, identified several items to include and listed the evidence available for our accreditation report.</p>	
<p>Announcements - All</p>	<p>None.</p>	
<p>Next meeting is 10-22-19, 3:00 p.m., CCR 233</p>	<p>Meeting adjourned at 4:23 p.m.</p>	

<p><b>Mission Statement</b> 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><b>Vision Statement</b> 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><b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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