

San Bernardino Community College District – Educational Master Planning Project
Crafton Hills College EMPC and Crafton Council Meeting
April 5, 2022—1:30 to 2:30

Meeting Outcomes	
◆	Continue to build CHC – CBT relationship
◆	Conduct a listening session with EMPC and Council members
◆	Review CBT EMP project (approach, phases, timeline, and work plan)
◆	Review data needs, surveys, listening sessions, and project deliverables
◆	Answer any questions EMPC and Council members may have

A G E N D A

1. Welcome by President Kevin Horan
 Introductions – Council and EMPC members & CBT Team (10 minutes)
2. Educational Master Planning (EMP) Project: Where we are in the process
 - Review Project Phases, Timeline, and Work Plan (see below chart) (5 minutes)
3. Project Logistics; Focus for Rest of Spring 2022; Virtual Site Visit confirmed: 5/11-12 (via Zoom)
 - Survey timelines (college and Program Advisory Committees' surveys)
 - Stakeholders and format for Listening Sessions (internal; external; students) (10 minutes)
4. Review recently updated Mission, Vision, and Values (2 minutes)
5. **Listening Session: The opportunity for as many people as possible to express what is working well at CHC and what could be better and what they'd like to see in the new EMP (30 minutes)**
6. Q and A; Closing Remarks; Adjourn (3 minutes)

Project Phases and Timelines			April Priorities
Pre-Planning	Kickoff Meetings (Data; District; Colleges)	Dec '21 – Mar '22	Finish conducting internal stakeholders listening sessions via Zoom Schedule external stakeholder listening sessions in May Complete Program Advisory Committee Members Spreadsheet Develop May 11-12 agenda
Phase I	Discovery Phase	Dec '21 – May '22	
Phase II	Portfolio Development & Planning Assumptions	May – Sept '22	
Phase III	Goal-Setting & Recommendations	Oct – Nov '22	
Plan Completion	Board Approval	Dec 2022	