

EDUCATIONAL MASTER PLAN
Minutes
March 9, 2010

Present: Clare Hinkle, Rick Hogrefe, Denise Hoyt, Matthew Lee, Michelle Riggs, Scott Rippey, Rebecca Warren-Marlatt, Sherri Wilson

I. Call to Order

Matthew called the meeting to order at 3:00 p.m.

II. Approval of Minutes

The Minutes of the March 2, 2010, meeting were approved.

III. Brief Review of Changes in *Recommended Strategic Directions and Goals with Draft Objectives and Suggestions for Actions*

The committee reviewed the *Recommended Strategic Directions and Goals with Draft Objectives and Suggestions for Actions* document. The document showed revisions the committee agreed to at the March 2, 2010, meeting. By consensus, the committee approved the document with some minor changes.

Matthew suggested, and the committee agreed, that in the future, rather than sending two documents, he will send only the *Recommended Strategic Directions and Goals with Draft Objectives and Suggestions for Actions, with Tentative Timelines, Point Persons, and Sources for Measurement* document.

IV. Feedback on Report

Clare reported on the following feedback from students:

- SD2 Inclusiveness is all about faculty, nothing about students.
It was agreed to rewrite Objective 2.1.0.2 to read, "...at least one student demographic group...."
- SD5 Community Value
 - Students would like a "Main Entrance" identified.
 - After the identification of the "Main Entrance," students would like to see a marquee installed to announce events and student activities.
 - Signage on Sand Canyon Road visible from Yucaipa Blvd.
 - "Crafton Hills College" sign in the hills (like the "Hollywood" sign).
- Enforce current smoking policy—including faculty. Matthew noted that this suggestion does not seem to fall under an existing Strategic Direction.

Matthew reviewed feedback Scott had forwarded from Jim Holbrook. Denise reported that the Faculty Senate did not allocate any time on their agenda for discussion because it was assumed they had until Wednesday after the Spring Break (March 24th) to submit feedback.

Matthew reported that Charlie has suggested adding language to assure more alignment/strategic linkage between the Educational Master Plan and the Facilities Master Plan, Technology Plan, and HR Plan.

After discussion, it was agreed that Matthew will draft Objective 8.3.0.4 using the following suggestion of the committee:

8.3.0.4 Assess facilities and infrastructure needs for potential growth of the college. Reference/refer to Facilities and Technology Committees.

V. Status of EMP Draft

Matthew stated that the “dull” draft should be completed by the first week of April and the publication version should be completed before the end of the school year.

Matthew reviewed the *EMP Draft* dated March 5, 2010, and brought the committee up to date on progress.

- Because of District commitments, Matthew has not been able to complete the draft for the *Preamble*.
- *Environmental Scan/Job Projections* – Matthew asked the committee to think about what level of detail is important to include in the Plan, since these tables are rather long as they are.
- Keith is working on *College Characteristics*.
- *QEs* - pending receipt and discussion of feedback; still waiting for Indicator 8.
- *Long-Term Fiscal Plan* – Charlie will have available the first part of April. Bruce presented the District’s Resource Allocation Model and received a lot of feedback.
- *Program Highlights* – will be submitted by Rebeccah for Student Services; Cheryl Marshall for Instructional Programs; Charlie for Administrative Services; and Keith for the President’s Area.
- *Glossary* – Keith will get the information to Matthew.

VI. Next Steps

EMP will be presented at two Open Forums: Tuesday, March 9, 5:30 p.m., and Wednesday, March 10, 12:00 p.m.

VII. Homework

- Send feedback on the EMP to Cheryl Marshall and Matthew.
- Think about what level of detail on Job Projections should be included in the Plan.

VIII. Next Meeting: March 23, 2010

IX. Adjournment

The meeting adjourned at 4:15 p.m.