

# Crafton Hills College

Date: October 9, 2012

## Educational Master Plan Minutes

Name	P	Name	P	Name	P	Name	P	Name	P
Mat Adams		Karen Childers		Janine Ledoux	P	Kyle Hundley		Margaret Yau	P
Debbie Bogh	P	Rick Hogrefe		Michelle Riggs	P	Keith Wurtz		Gary Reese	P
Sharen Chavira		Liz Langenfeld		Michael Strong	P	Rebecca Warren-Marlatt		Raju Hegde	P
Kathleen Gibson	P								

TOPIC	DISCUSSION	FURTHER ACTION
Minutes, September 11 <sup>th</sup> , 2012	The minutes were approved as written.	
Review revisions to the EMPC timeline for 2012 – 2013.	Committee commented that there were a lot of things to accomplish in the timeline. Decided to move ahead with the timeline and adjust it if necessary. Decided would meet once a month in fall and twice a month in spring.	
Review the presentation on progress on the EMP Objectives and QEIs. Discuss strategies for helping people to see how EMP relates to their work.	Michelle presented draft power point. Discussed how to present mission, vision, and values. Suggested that work as an entire campus at In-Service to revise mission, vision, and values. Also discussed option to send out survey and collect input on mission, vision, and values as well as the use of open forums.  Where to start? Use existing goals and identify themes. Using a survey does not provide an opportunity for dialogue. Spring In-Service is not available to work on mission, vision and values. Develop survey that provides possible mission, vision, and values as well as ask respondent to provide their own. In November send out survey and ask if people want to change mission, vision, and/or values.  Also discussed the possibility of revising the plan, goals, and objectives in the spring and waiting until next year to revisit the mission, vision, and values.	Keith will bring feedback from the President on mission, vision, and values.
Review Process for New Programs and discuss implementation process	Discussed whether process for new programs included instructional programs only or all new programs. Maybe just need to have an outline to create programs that is used as a guide. A lot of new programs begin because of an identified need. Discussed whether we can really create a process and whether the process we have now is realistic? Process needs to have checks and balances as well as a deliberate way to grow new programs. Raju mentioned that Student Success & Engagement Committee created guide for creating new programs. Currently, funding drives programs and should be that programs drive funding. Need to communicate better with campus before program is established.	Raju will bring guide developed in SSEEM for creating new programs to next meeting.

<p>Identify objectives in the EMP that haven't been completed. Communicate those objectives to responsible person.</p>	<p>Moved to next month's agenda.</p>	
<p>Review QEIs and suggested changes to measures: transfer rate and readiness rate, job placement rate by program, and outcomes assessment tracking.</p>	<p>Discussed job placement rate and CTE success rates. Concern that QEI doesn't reflect program is successful. Can add additional benchmarks for passing national test, which would be more reflective of the program's effectiveness.</p> <p>Revise QEI 1, course success, and add that EMT, Paramedic, and Fire programs use 80% as pass rate and not 70%. Also discussed limitations to QEI 8, job placement rate, and the possibility of using Gainful Employment data instead of the Perkin's Job Placement Rate. Discussed the limitations (e.g.: correctly identifying first-time college students and transfers) of the transfer measures, QEIs 5 and 6, and agreed to use Chancellor's Office six-year cohort measure.</p> <p>The EMPC will review QEIs at next meeting.</p>	<p>Keith will add limitation note to QEI 1.</p> <p>Keith will compile QEIs from ARCC 2.0 to review for November 13<sup>th</sup> meeting.</p>
<p>Brainstorm ideas to help connect the EMP with planning and decision-making</p>	<p>At the next Chairs meeting engage in an activity to link committee charges with the Educational Master Plan (EMP) objectives and discuss engaging in the same activities in committee meetings so that committee members can see how their committees are related to the EMP objectives.</p>	
<p>Other Business</p>	<p>Keith asked committee members to provide feedback to take to the District Strategic Plan Committee meeting by October 19<sup>th</sup>.</p>	
<p><b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b> The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b> Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>