

# Crafton Hills College

## Educational Master Plan Committee

### Minutes

**Date:** November 14, 2017

**Time:** 3:00 PM – 4:30 PM

**Location:** CCR-233

Committee Members					
Co-Chair: Keith Wurtz	Y	Carrie Audet	N	Rebecca Warren-Marlatt	N
T.L. Brink	N	Renee Azenaro	Y	Mike Strong	N
Kathy Bakhit	Y	Donna Hoffmann	N	Mark McConnell	Y
Snezana Petrovic	N	Michelle Riggs	N		

**Committee Charge**  
 The Educational Master Plan Committee (EMPC) 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 appropriate constituencies. The EMPC forwards revisions of the Educational Master Plan and the College Mission, Vision, and Values to the Crafton Council for review and approval. It meets twice per month.

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...

<ul style="list-style-type: none"> <li>Review the minutes from October 10, 2017 and 24, 2017 (5 minutes)</li> </ul>	The minutes from November 10, 2017 and November 24, 2017 were approved as written.	
<ul style="list-style-type: none"> <li>Update the EMPC on the feedback received from Crafton Council on the draft template for informing and collecting progress on the Comprehensive Master Plan objectives and identify next steps to implement collection process (30 minutes)</li> </ul>	Keith summarized the feedback from Crafton Council. Crafton Council directed the EMPC to use the template to help facilitate the implementation of the Comprehensive Master Plan. Crafton Council also suggested that the committees align their charge with each objective rather than the EMPC drafting an alignment for each committee.	Keith will facilitate the collection of the progress that Crafton is making on the Comprehensive Master Plan. The results will be collected and brought back to the EMPC to organize in mid to late spring 2018.
<ul style="list-style-type: none"> <li>Review the matrix of objectives identified by the EMPC, prioritize for Crafton to focus on for the 2017-2018 academic year, and make recommendation to Crafton Council (30 minutes)</li> </ul>	Keith reviewed the matrix of objectives and noted that Strategic Direction 4, Expanding Access, was identified as the Strategic Direction with the most objectives. The committee discussed Objective 9.1.1 to achieve 5,400 FTES and whether that was enough to sustain Crafton.	Keith will ask Mike if 5,400 FTES is enough to sustain Crafton or if there is a lower more realistic number.  Keith will bring the recommendation to Crafton Council to focus on Expanding Access for the 2017-2018 year.
<ul style="list-style-type: none"> <li>Next EMPC meeting is on Tuesday, December 12, 2017 from 3-4:30 in CCR-233 (5 minutes)</li> </ul>	There are currently no agenda items for the EMPC. Keith will reconvene the EMPC meetings to process the information collected on the progress made on the Comprehensive Master Plan from committees in the spring.	

### 2.0 Inclusiveness

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

<ul style="list-style-type: none"> <li>Other Items (5 minutes)</li> </ul>		
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### 3.0 Best Practices for Teaching and Learning

Achieve college-wide excellence in teaching and learning through best practices and ongoing reflection, assessment, and improvement

Adjournment

**Mission Statement**

The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.

**Vision Statement**

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.

**Institutional Values**

Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.