

# Crafton Hills College

## Educational Master Plan Committee (EMPC)

### Minutes

**Date:** October 9, 2018  
**Time:** 3:00 PM – 4:30 PM  
**Location:** CCR-233

| Committee Members   | P |  | P |   | P |
|---|---|--|---|---|---|
| Co-Chair: Keith Wurtz<br>T.L. Brink<br>Carrie Audet<br>Audre Levy |   | Donna Hoffmann<br>Michelle Riggs<br>Denise Allen-Hoyt<br>Giovanna Sosa |   | Rebecca Warren-Marlatt<br>Mike Strong<br>Mark McConnell<br>Arturo<br>Clarissa Barra |   |

#### 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.

| TOPIC | DISCUSSION | FURTHER ACTION |
|-------|------------|----------------|
|-------|------------|----------------|

#### 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 the November 14, 2017 EMPC meeting (5 minutes)</li> </ul>  | Minutes from November 14, 2017 were approved as written.  |   |
| <ul style="list-style-type: none"> <li>Review the EMPC charge and membership (10 minutes)</li> </ul>  | Keith reviewed the EMPC charge and membership. The committee discussed making one change to the charge removing "It meets twice per month" which was agreed upon.   |   |
| <ul style="list-style-type: none"> <li>Review Standard IA and Crafton's mission and vision – Do they work for us? Do we need to revise? (20 minutes)</li> </ul>   | Keith reviewed Standard IA and Crafton's mission and vision. The committee discussed making changes to the mission and vision statement. The Committee agreed to move forward with presenting changes to Crafton Council for the vision statement such as changing "college of choice". | Keith will present changes of Vision Statement to Crafton Council and report back to committee. |
| <ul style="list-style-type: none"> <li>Review the planning priorities identified at the Spring 2018 retreat (20 minutes)</li> </ul>   | Keith reviewed planning priorities, and the committee discussed ways of exploring how to offload some cost, expenses and responsibilities to possibly the district.   |   |
| <ul style="list-style-type: none"> <li>Review the matrix of objectives identified by the EMPC, prioritize for Crafton to focus on for the 2018-2019 academic year, and make recommendation to Crafton Council (30 minutes)</li> </ul> | Keith reviewed, Mark notice three main groups that are missing from the Accreditation Standards by Committee Classified Senate, Faculty and Academic Senate.  | Keith will present chart to IEAOC.  |

|   |  |   |
|---|--|---|
| <ul style="list-style-type: none"> <li>Review the Crafton Hills College EMPC Scorecard results from 2017-2018 (15 minutes)</li> </ul>   | <p>Keith Reviewed the Scorecard results. Discussion of changing the Math and English measures. Gio also informed the committee that students placing in transfer level Math is up from 4% to 53% as of April 2<sup>nd</sup>.</p> | <p>Gio will reach out to the Math and English Department about possibly changing the measures. Gio will also report back with English and Math first and second year completion for next meeting. Research department will set our goals for 18-19.</p> |
| <ul style="list-style-type: none"> <li>Next EMPC meeting is on Tuesday, October 23, 2018 from 3-4:30 in CCR-233 (5 minutes)</li> </ul>  |  |   |
| <p><b>2.0 Inclusiveness</b><br/>The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...</p>  |  |   |
| <ul style="list-style-type: none"> <li>Other Items (5 minutes)</li> </ul>   |  |   |
| <p><b>3.0 Best Practices for Teaching and Learning</b><br/>Achieve college-wide excellence in teaching and learning through best practices and ongoing reflection, assessment, and improvement</p>    |  |   |
| <p>Adjournment</p>  |  |   |
| <p><b>Mission Statement</b><br/>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><br/>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><br/>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>   |