

**Educational Master  
Plan  
Committee Minutes**

**Date: October 22, 2019  
Time: 3:00 p.m.  
Location: CCR 233**

**Members:**

Kevin Horan, Chair  
Artour Aslanian-**A**  
Carrie Audet  
TL Brink  
Sean Brown  
Paul Jacques  
Mark McConnell-**A**

Julie McKee  
Michelle Riggs  
Gio Sosa-**A**  
Mike Strong  
Dan Word  
Keith Wurtz

**A=ABSENT**

TOPIC	DISCUSSION	Further Action
Approval of minutes for September 25, 2019	The minutes for September 25, 2019 were approved as written.	
Mapping of Chancellor's Goals, District Strategic Goals and CHC Strategic Directions - Keith	<p>The committee reviewed this document for accuracy and agreeing that the document is a true picture of the mapping between the District's strategic goals and CHC's strategic goals.</p> <p><b>By Consensus</b>, the EMP Committee approves the mapping document as presented.</p>	
Review the Function Map - Keith	<p>The committee reviewed this document for accuracy. Kevin indicated that Standard III A6 did not include indicators. Upon further review, it was determined this standard is no longer applicable and will be deleted from the document.</p> <p>The next step is for this document to be sent out to the campus for review.</p> <p><b>By Consensus</b>, the EMP Committee approves the Function Map as amended.</p>	Send out to CHC campus
Quality Focus Essays and Action Plan - Keith	<p>Part of the self-evaluation report includes a Quality focus essay that identifies 2-3 areas coming out of the institutional self-evaluation on which the institution has decided to act. These items need to be completed by our next midterm report. Keith has identified a few and the committee suggested a few to be considered:</p> <ul style="list-style-type: none"> <li>• New Calendar</li> <li>• Outcomes Assessment</li> <li>• Template for minutes to help collect evidence</li> <li>• Resource Allocation Model (finalizing this is outside of our responsibility)</li> <li>• Staffing</li> </ul> <p>Keith indicated we will select two items. The ALO is responsible for writing the essay. Keith is the ALO.</p>	

Review of Standards IA1, IA2, IA3, and IA4 - Keith	This item was held over to the next meeting. Keith will bring all the evidence collected thus far for this committee to review.	
Announcements - All	<p>Julie stated the Para Olympic swimming event will be this weekend (Sat and Sun).</p> <p>Sean stated there will be another Club Rush event on October 30<sup>th</sup>.</p> <p>Senior Day is Friday.</p> <p>Mike reminded everything that the next Three Peaks Challenge will be the Fall Food Drive on Saturday 11-16-19 at Redlands Family Services.</p> <p>Michelle stated the first #TeamCrafton event will be held on Thursday 10-24-19 at 5:00-7:00 p.m. at the Escape Brewery.</p> <p>Paul stated that preliminary plans are in place for the theater department to assist with the summer repertory theater productions at YPAC.</p>	
Next meeting is 11-26-19, 3:00 p.m., CCR 233	Meeting adjourned at 3:30 p.m.	
<p><b>Mission Statement</b> 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> 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> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>