

**Educational Master  
Plan  
Committee Minutes**

**Date: October 13, 2020  
Time: 3:00 p.m.  
Location: Zoom Meeting**

**Members:**

**A=ABSENT**

<p>Kevin Horan, Chair Artour Aslanian, Classified Rep Brandi Bailes, President, Academic Senate Jake Fuller, President, Student Senate=<b>A</b> Ruth Greyraven, faculty=<b>A</b> Paul Jacques, faculty=yes Julie McKee, one faculty PPR Committee Michelle Riggs, Director, IA</p>	<p>Scott Rippy, faculty Delmy Spencer, VPSS Gio Sosa, Dean IERP Mike Strong, VPAS Jonathan Townsend, CSEA Rep Dan Word, Instructional Dean Keith Wurtz, VPI Members of IEAOC Committee: Joe Cabrales Sabrina Jimenez Danielle McCoy Ericka Paddock Kirsten Colvey Guests: Scott Lucas Paul Murphy</p>
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TOPIC	DISCUSSION	Further Action
<p>Accreditation Team Members Visiting Committee – Dr. Scott Lukas Ms. Maryanne Mills P. Jayne Bopp</p>	<p>Members of the accreditation team joined our committee meeting. They asked several questions:</p> <ul style="list-style-type: none"> <li>• Long range planning for EMP.</li> <li>• Facilities Master Plan linkages</li> <li>• Student Equity plan</li> <li>• Scheduled maintenance program</li> <li>• SLO Cloud</li> <li>• Define the PLO Assessment process</li> </ul> <p>All questions were discussed at length.</p>	
<p>Approval of minutes for September 22, 2020</p>	<p>The minutes for September 22, 2020, were approved as written. Motion by Brandi, seconded by Keith. Scott Rippy abstaining as he was not at meeting. Approved by all others.</p>	
<p>EMP Charge Revision - Keith</p>	<p>Keith provided a draft of a revised charge statement. After discussion it was agreed that Crafton Council would take back ownership of the mission, vision and values and to remove that from the EMPC charge. The revised charge is:</p> <p>The Educational Master Plan Committee (EMPC) relies on evidence (e.g. quantitative and qualitative research, learning assessment results, etc.) to facilitate and lead the effort to develop, review, and revise the Educational Master Plan (EMP) with input from appropriate constituencies. The Crafton EMP is</p>	

EMP Charge Revision – Keith (Continued)	<p>a comprehensive document that establishes a clear direction for the College by envisioning the future of academics and student support under changing internal and external conditions. The EMPC regularly reviews the Educational Master Plan.</p> <p>Motion by Keith, seconded by Brandi. Unanimous approval.</p>	
Mission, Vision and Values Review – Gio	Gio reviewed the timeline and reviewed an early draft of the survey. It was agreed that this would be moved to Crafton Council and added to their 10-27-20 agenda.	Put on Crafton Council agenda for 10-27-20
EMP Scorecard Discussion - Gio	<p>Gio made the suggested changes and is bringing back to this committee for discussion and approval.</p> <p>The course success rate is possibly being outlier. The persistence number was omitted last time. It is 65.3 which is lower than past. Early withdrawals artificially lowered the metric. There is an increase in the number of drops and a decrease in total numbers of students that was expected due to pandemic. It may be a desired metric to look at census enrollments rather than grades on record. We probably would see a number that is more consistent with prior year observations. We are trying to address the question of how many students enrolled in fall are also enrolled in spring. How many who haven't completed a degree or certificate or transfer are continuing on and they haven't dropped out.</p> <p>Add NA tags to cases where 2019-2020 information is not available. Some of our metrics are tied to statewide success metrics and sometimes it takes longer for them to publish their information.</p> <p>Looking at diversity and equity items by conducting disproportionate impact analyses by comparing what we observed at Crafton with our service area.</p> <p>FON is mandated. We receive a district-wide number and it is allocated based on our resource allocation. We would use that as a target for now as we continue to have more discussions around the RAM. Need a metric to measure how well we are serving students with full time faculty. Not sure FON shows that. The 75/25 ratio is misleading. When you increase release time for full time faculty, it decreases classroom time. We discussed possibly tracking reassign time outside of Department Chairs.</p>	Put on 11-10-20 agenda
Announcements - All	ACCJC open forum tonight at 5:00 p.m. so anybody in the community can attend and provide them with feedback about the college.	
Next meeting is 10-27-20, 3:00 p.m.	Meeting adjourned at 4:26 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>
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