

**Educational Master  
Plan  
Committee Minutes**

**Date: November 10, 2020  
Time: 3:00 p.m.  
Location: Zoom Meeting**

**Members:**

**A=ABSENT**

Kevin Horan, Chair  
Artour Aslanian, Classified Rep  
Brandi Bailes, President, Academic Senate  
Jake Fuller, President, Student Senate=**A**  
Ruth Greyraven, faculty=**A**  
Paul Jacques, faculty  
Julie McKee, one faculty PPR Committee  
Michelle Riggs, Director, IA

Scott Rippy, faculty=**A**  
Delmy Spencer, VPSS  
Gio Sosa, Dean IERP  
Mike Strong, VPAS  
Jonathan Townsend, CSEA Rep=**A**  
Dan Word, Instructional Dean=**A**  
Keith Wurtz, VPI  
Guests:  
Ralph Plaza  
Christopher Crew  
Sterling Smith

TOPIC	DISCUSSION	Further Action
Approval of minutes for October 13, 2020, 2020	The approval of minutes was tabled until next meeting.	
Environmental Scan – Gio and EMSI	<p>Christopher Crew, Interim District Director of Research, Planning and Institutional Effectiveness led off the discussion. The purpose of this meeting is to determine what focus we want specifically for CHC and defining the region or what local areas to include in the Program Demand Gap Analysis and the environmental scan.</p> <p>Some of the things they are looking at are:</p> <ul style="list-style-type: none"> <li>• Demographics</li> <li>• Economic base analysis</li> <li>• Industry analysis commuting patterns</li> <li>• Supply and Demand               <ul style="list-style-type: none"> <li>➤ Low demand/high supply (where we have surplus or more graduates than jobs available)</li> <li>➤ High demand/low supply (where we would consider more course offerings or degree offerings to focus on)</li> </ul> </li> </ul> <p>The last scan we did included San Bernardino and Riverside Counties as the region. We could specify areas by zip codes to include some areas outside of these counties, like certain sections of LA County and/or Orange County. May want to exclude Victor Valley area due to another college there. Long Beach simply used 100 zip codes.</p>	

<p>Environmental Scan – Gio and EMSI (Continued)</p>	<p>They asked if we wanted a full report with all the methodology and using just one region for both colleges and then they would break out all of the tables and programs by each institution. One executive summary for the District. The other option is to have two separate reports. This option would cost more. Kevin indicated that one report for the District would be better as many students move between the two colleges. It would still have separate data for Crafton and San Bernardino Valley College.</p> <p>It would include educational attainment information to help some decisions or look at areas where we might want to expand. The program analysis piece of the report gives us an internal look at where our programs are at and benchmark those against what the demand is compared to what the supply is.</p> <p>Michelle reported that Kaiser Permanente is going to build a new 60,000 square foot medical center in Yucaipa and 4,000 new homes are planned to be built in Calimesa. Sterling said we should include construction trade programs (electricians, plumbers, etc.) and difference occupations for that Medical Center to show whether or not there a gap or surplus for that.</p> <p>Ralph stated that we have access to their research tool analyst. We are already paying for that and they would provide training. Gio would like a small group from Crafton take part in the training.</p> <p>Keith and Gio will provide the defined area. Sterling will communicate our decisions to San Bernardino Valley College and Kevin will communicate with Chancellor’s Cabinet.</p> <p>Christopher indicated once the region is defined, they could get a draft report around January 15, 2021.</p>	
<p>Announcements - All</p>	<p>None.</p>	
<p>Next meeting is 11-24-20, 3:00 p.m.</p>	<p>Meeting adjourned at 3:57 p.m.</p>	
<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>