

**Educational Master  
Plan  
Committee Minutes**

**Date: October 12, 2021  
Time: 3:00 p.m.  
Location: Zoom Meeting**

**Members:**

**A=ABSENT**

Kevin Horan, Chair	Scott Rippy, faculty
Artour Aslanian, Classified Rep	Delmy Spencer, VPSS
Brandi Bailes, President, Academic Senate	Gio Sosa, Dean IERP
Madeleine Boone, Pres, Student Senate= <b>A</b>	Dave Stevenson, CSEA VP= <b>A</b>
TL Brink, faculty	Mike Strong, VPA
Ruth Greyraven, faculty	Dan Word, Instructional Dean
Paul Jacques, faculty	Keith Wurtz, VPI
Julie McKee, one faculty PPR Committee	
Michelle Riggs, Director, IA	

TOPIC	DISCUSSION	Further Action
Approval of minutes for September 28, 2021	The minutes for 09-28-21 were approved as written. Motion by Brandi, seconded by Paul. No abstentions. Motion carried.	
Overview of Updated Environmental Scan Report - Gio	<p>The environmental scan is broken down into two core components:</p> <ul style="list-style-type: none"> <li>• Population based statistics</li> <li>• occupations/industries in our area</li> </ul> <p>Our main objective is to identify the gaps that we may be able to fill in our region.</p> <p>The report shows a significant growth in area jobs from 2010 to 2020. The population growth in our area outpaces the state and national rate with Hispanics the largest ethnic group comprising of the population growth.</p> <p>The primary occupations that have needs in our area are:</p> <ul style="list-style-type: none"> <li>• Local Government (K-12 teachers, teaching assistants)</li> <li>• Specialty Trades (carpenters, construction workers)</li> <li>• Social Assistance (childcare workers)</li> <li>• Warehouse &amp; Storage (laborer, freight, stock &amp; material movers)</li> <li>• Truck Transportation (bus &amp; truck mechanic/diesel engine specialist)</li> </ul> <p>When we are identifying these gaps, we need to be strategic in our approach, mindful of what our practical limitations are and what we are best positioned to incorporate into our curriculum.</p> <p>For Certificate programs the number of annual job openings vs. the number of certificates awarded from our entire region shows a large gap. There is a greater number of job openings</p>	

<p>Overview of Updated Environmental Scan Report – Gio (continued)</p>	<p>then there are graduates for these corresponding programs across all the colleges in our region. The top four programs identified are:</p> <ul style="list-style-type: none"> <li>• Business Administration &amp; Management, General</li> <li>• Child Care Provider/Assistant</li> <li>• Retail Management</li> <li>• Music, General</li> </ul> <p>Gio provided a list of occupations that correlate with these programs. Keith asked for additional columns to be added that included educational level requirements and salary for each job listed. Gio will update and provide.</p> <p>For Degree programs the top three that show greater job openings vs degrees awarded are:</p> <ul style="list-style-type: none"> <li>• Business Administration &amp; Management, General</li> <li>• Child Care Provider/Assistant</li> <li>• Art/Art Studies, General</li> </ul> <p>Gio provided a list of occupations that correlate with these programs as well and will also provide the same additional information for degrees.</p> <p>TL suggested that we need to reach out to some of these employers and the employees who are currently employed in lower-level positions to see about developing courses that meet their schedules and educational needs to get promoted into the managerial positions that show the biggest gaps.</p> <p>For Transfer Degree (Bachelor Degree) the top four programs that show greater job openings vs degrees awarded are:</p> <ul style="list-style-type: none"> <li>• Business Administration &amp; Management, General</li> <li>• Art/Art Studies, General</li> <li>• Child Care Provider/Assistant</li> <li>• English Language &amp; Literature, General</li> </ul> <p>Kevin asked to look at population and age demographics for the programs to develop but also how we market ourselves to the region.</p> <p>Gio will investigate getting desegregated information for the occupations listed above including gender and race information so we can address any inequity issues and how to incorporate in a meaningful way.</p>	
<p>Announcements – All</p>	<p>None reported.</p>	
<p>Next meeting is 10-26-21, 3:00 p.m.</p>	<p>Meeting adjourned at 3:40 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>
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