

Crafton Hills College  
 Planning and Program Review  
 Minutes

May 9, 2011

Members: \*Present  
 \*Denise Allen-Hoyt  
 \*Marcus Dashoff  
 \*Cheryl Marshall  
 Jessica McCambly  
 \*Ralph Rabago  
 \*Michelle Riggs  
 \*Michael Strong  
 \*Rebecca Warren-Marlatt  
 \*Gary Williams  
 \*Sherri Wilson  
 \*Keith Wurtz

Laura Record (Recorder)

TOPIC	DISCUSSION	FURTHER ACTION
Approval of Minutes, April 18, 2011	Approved with amendments	Ralph Rabago and Keith Wurtz to be added to list of members.
Annual Plan Questions Revision-Denise		Keith will make changes to Question #1. A question for non-instructional units will be added.
Survey Results-Keith and Michelle	<p>Identical to last year; most responses were higher than last year. (70% higher). A few suggestions included:</p> <ul style="list-style-type: none"> <li>• Have discipline specific training in department meetings.</li> <li>• Mentoring/training.</li> <li>• Allow more time to describe programs to committee.</li> </ul> <p>Cheryl liked the idea of taking training to the departments; also stated that this document would be good to review when the committee meets with the Deans.</p>	<p>Denise will have a conversation with the Academic Senate and go over the questions. Rebecca-training needs to be increased. Pair up with volunteer mentors who completed the process successfully. Meet with Deans in the fall regarding facilitating instead of writing document. Perhaps Academic Senate could sponsor training.</p> <p>It was suggested to include sections of the handbook online for helpful tips with the questions. Clean up the format of the handbook and make it more friendly; Cheryl and Rebecca will work on the handbook during the summer, will keep Denise updated.</p>

Final for the SLO's Questions for Program Review-Denise	Questions reviewed and discussed, changes to be made.	Keith to make changes and send out to the committee members. Committee will meet next week (5/16) to finalize the questions.
Unit Cycle Chart	Denise added two new columns to the chart.	Denise will work on changes and forward to Rebecca who will send it out to the committee members.
Other Business	Gloria Harrison sent out the Planning Priorities 2011-12 memo campus wide today.	
Adjournment is scheduled for 5:00p.m.	Adjourned 4:35p.m.	
<b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.	<b>Vision Statement</b> The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.	<b>Institutional Values</b> <b>Our institutional values are creativity, inclusiveness, excellence and learning-centeredness.</b>