

# Crafton Hills College

## PPR Minutes

Date: October 29<sup>th</sup>, 2012

### Members

Jessica McCambly  
Michelle Riggs  
Michael Strong

Rebecca Warren-  
Marlatt  
Gary Williams  
Annaly Medrano

Sherri Wilson  
Keith Wurtz  
Margaret Yau

Brad Franklin  
Stacey Fullwiler

Denise Allen (ex officio)  
Cheryl Marshall (ex officio)

TOPIC	DISCUSSION	FURTHER ACTION
Minutes, September 10 <sup>th</sup> , 2012	Approved	
Review the schedule and the three-year plans that PPRC will review for the November 5 <sup>th</sup> meeting. Review the progress programs have made at submitting programs.	The committee reviewed the status of document submittals. Keith reported four plans have been submitted and four need to be finalized. Dean Hogrefe's units have until next week to forward their reports, as agreed.	
Review the three-year rubrics and provide to everyone on the committee.	The rubrics were distributed and reviewed. He underscored the importance of using the correct rubric. Library will be evaluated using the non-instructional rubric.	Jessica will designate programs as instructional/non-instructional.
Review the web tool and how to use it to evaluate submitted three-year plans.	Keith demonstrated the web tool. He recommended copying and pasting the document to word, and using track changes to make notes and comments.	
Discuss the workshops and their effectiveness.	Jessica reported the workshops were spottily attended, although participants appreciated the assistance they received. Next year, the committee may wish to consider offering fewer workshops.	
Other Business	<p>The committee discussed how to handle a document that was not in the web tool. At least one participant indicated her expectation that Keith would cut and paste her word document into the tool. He responded that resource requests may not be considered if the report is not in the proper format or if it does not meet the deadline.</p> <p>The group reviewed the 2011-2012 committee self-evaluation. Results showed respondents felt the group was collaborative, transparent, evidence-based, effective, and</p>	<p>The committee will need to decide how to handle documents that are not in the appropriate format or that do not meet deadline. The decision will need to be communicated to the campus before the next PPR cycle.</p> <p>The full report will be available on the OIERP website.</p>

	<p>efficient. Respondents cited increased trainings and recognition by the RP group as the committee's most significant accomplishments. The group needs to continue to work toward streamlining the process, assisting units, and objective evaluation of all participating programs.</p>	
Adjourn	3:45 p.m.	
<p><b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p><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.</p>	<p><b>Institutional Values</b> Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>