

# Crafton Hills College

Date: October 28, 2013

Time: 3:00 PM – 4:45 PM

Location: LRC-135

## PPR Minutes

Committee Members	A	P		A	P		A	P
Co-Chair: Keith Wurtz Co-Chair: Jessica McCambly		X	Daniel Bahner Ryan Bartlett Robert Brown Brad Franklin Ben Gamboa		X	Meridyth McLaren Annaly Medrano Bryan Reece Rebecca Warren-Marlatt Gary Williams Floyd Simpson		X

### Committee Charge

The charge of the PPRC is to advance continuous, sustainable quality improvement at all levels of the institution. Toward that end, the committee conducts a thorough and comprehensive review of each unit at the college on a cyclical basis and oversees the annual college-wide planning process. The results of PPR inform the integrated planning and resource allocation process at the college, and are aligned with the district strategic planning process. The committee relies on quantitative and qualitative evidence to evaluate programs, develop recommendations to the President, and determine and implement improvements to the PPR process.

TOPIC	DISCUSSION	FURTHER ACTION
<b>1.0 Effective, Efficient and Transparent Processes</b>		
The College operates through effective processes and structures. All planning processes and decision-making are transparent, evidence-based, efficient, clearly defined...		
<ul style="list-style-type: none"> <li>Minutes, September 9, 2013 (5 minutes)</li> </ul>	The minutes were approved as written.	
<ul style="list-style-type: none"> <li>Review the results from the Committee Self-Evaluation (10 minutes)</li> </ul>	Reviewed the results of the committee self-evaluation.	
<ul style="list-style-type: none"> <li>Progress on 4-Year Plans (10 minutes)</li> </ul>	Reviewed the progress of the current programs and discussed how the deadline for the four-year plans is set. The committee discussed the possibility that people do not prioritize planning as priority. Discussed the possibility of objectives not being included in the objective prioritization if they do not meet the October deadline. Also discussed the possibility of providing a visual check of when each question is completed, similar to CurricuNet. Committee member also suggested if want to change when meet with committee program needs to find someone else to change with. The PPRC also discussed moving Business to November 18 and Counseling to February 3, 2014 so that the committee does not have to review three programs in one week.	<p>Keith will put on discussion about meeting deadlines on the agenda to discuss in the spring.</p> <p>Keith will contact Business about meeting with the committee on November 18<sup>th</sup> and if it is all right, will schedule counseling for February 3, 2014.</p> <p>Keith will send committee members copy of Student Life's plan.</p>
<ul style="list-style-type: none"> <li>Process for evaluating Non-Instructional Plans: <a href="#">Rubric</a> and <a href="#">Document Quality</a> (30 minutes)</li> </ul>	The committee reviewed the non-instructional document quality and rubric forms and discussed the process of reviewing the plans for each program. Committee also discussed possibility of revising the feedback documents.	Keith will add the topic of feedback documents to the next agenda.
<ul style="list-style-type: none"> <li>Process for evaluating Instructional Plans: <a href="#">Rubric</a> and <a href="#">Document Quality</a> (30 minutes)</li> </ul>	The committee reviewed the instructional document quality and rubric forms and discussed the	

	process of reviewing the plans for each program.	
<b>2.0 Inclusiveness</b> The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...		
<ul style="list-style-type: none"> <li>Review the revised <a href="#">timeline</a> (10 minutes)</li> </ul>	Keith reviewed the change with counseling.	
<ul style="list-style-type: none"> <li>Workshop Attendance (5 minutes)</li> </ul>	Keith discussed how the workshops and open meeting has had really good attendance.	
<ul style="list-style-type: none"> <li>Other Items</li> </ul>		
<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>