

<b>Crafton Hills College</b> PPR MINUTES			Date: September 21, 2015 Time: 300 PM – 4:45 PM Location: LRC-135		
<b>Committee Members</b>	P		P		P
Co-Chair: Rebecca Warren-Marlatt	X	Keith Wurtz	X	Bryan Reece	X
Co-Chair: Jessica McCambly	X	Denise Allen-Hoyt		Adam Downer	X
Daniel Bahner	X	Tom Bryant	X		
Ben Gamboa	x	Meridyth McLaren	x		
<b>Committee Charge</b> The charge of the Planning and Program Review (PPR) Committee is to advance continual, 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 the planning and program review 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 the implement improves to the PPR process.					
TOPIC		DISCUSSION		FURTHER ACTION	
1.0 Effective, Efficient and Transparent Processes 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>Review the results from the PPR Committee Self-Evaluation (10 minutes)</li> </ul>		There was a small return on the survey (2). The group agreed the results are not useful.		The survey will be administered earlier in the spring semester to ensure full participation.	
<ul style="list-style-type: none"> <li>Review PPRC Charge and Membership (10 minutes)</li> </ul>		Remains the same with Adam Downer (Student Rep.) being added to the membership.		Adam will be mentored by Ben Gamboa.	
<ul style="list-style-type: none"> <li>Review the GEO/ILO assessment results from 2014-2015 (10 minutes)</li> </ul>		We can take a look at the lowest and work on these (Critical Thinking).  This is a one-year snapshot, next year we should get the majority.			
<ul style="list-style-type: none"> <li>Review the PPRC Handbook (20 minutes)</li> </ul>		Reviewed by members. Daniel suggested we print the handbook and issue a copy to those who will be going through a full planning and program review – committee agreed.		Ben will check to see if there is a way to find out if the links are being used (tracking).	
<ul style="list-style-type: none"> <li>Review PPR Web Tool and Dashboards (10 minutes)</li> </ul>		Keith described the changes to the web tool. Plans are populated into the current year. Automatic links to ILOs (each objective links to one) and participants in annual planning can simply update their plans and complete optional questions.			
<ul style="list-style-type: none"> <li>Review the Timeline, Schedule, committee contacts, and review workshops times (20 minutes)</li> </ul>		Timeline reviewed by committee members.		Division names to be changes; Bryan will send out an email with the new name changes.  Rebecca will work with Jason Brady (District) for any new name changes, programs via email.	

<ul style="list-style-type: none"> <li>Review the suggested changes to the PPR Web Tool and the progress made on those changes (25 minutes)</li> </ul>	<p>Keith reviewed the web tool with the committee with the new changes made.</p>	<p>Rebecca will be sending out emails to 1) Four-Year Plan participants and 2) the entire campus informing them of the changes to the PPR Web Tool.</p>
<p><b>2.0 Inclusiveness</b> The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...</p>		
<ul style="list-style-type: none"> <li>Other Items</li> <li>To be added to next meeting's Agenda for discussion: <ol style="list-style-type: none"> <li>What is a Unit?</li> <li>What is a Program?</li> <li>Four-Year Planning Schedule-Name changes/revisions.</li> <li>Re-visit the GEO &amp; Technical (?) to link course to more than one.</li> </ol> </li> </ul>		
<p><b>3.0 Best Practices for Teaching and Learning</b> Achieve college-wide excellence in teaching and learning through best practices and ongoing reflection, assessment, and improvement</p>		
<ul style="list-style-type: none"> <li><b>Progress on Outcomes Assessment; IEAOC Plans for 2015-16 (Dr. Keith Wurtz)</b></li> </ul>		
<p>Adjournment</p>		
<p><b>Missions Statement</b> The mission of Crafton Hills College is to advance the educational, career, and the 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>