

Crafton Hills College Planning and Program Review Committee	Date: November 9, 2015 Time: 3:00 PM – 4:45 PM Location: LRC-135
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Minutes					
Committee Members	P		P		P
Co-Chair: Rebecca Warren-Marlatt	X	Keith Wurtz		Diane Purves	X
Co-Chair: Jessica McCambly	X	Denise Allen-Hoyt	X	Brian Reece	X
Daniel Bahner		Tom Bryant	X	Tom Bryant	X
Ben Gamboa	X	Meridyth McLaren	X	Adam Downer (Student Rep)	
				Gio Sosa	

Committee Charge
 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 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 and implement improvements to the PPR process.

TOPIC	DISCUSSION	FURTHER ACTION
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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"> • Review the minutes of 9/28/2015 	Not available for review.	
<ul style="list-style-type: none"> • Four-Year Planning Schedule: Name Changes and Revisions 	Rebecca reviewed the name changes with the committee members.	The name changes were made to the Four-Year Planning Schedule. The Veterans Services Program will be added to the Four-Year Planning Schedule and will be required to develop an AP for 15-16.
<ul style="list-style-type: none"> • PPR Interviews, Schedule Revisions, Request for Extension 	Reviewed schedule. Due to the churn, the committee has received a few requests for extensions. Denise stated that the cafeteria will be going through a change. The committee discussed moving all programs back one year, with exceptions. <ul style="list-style-type: none"> • Departments will make their own deadline & meet with the committee 	

	<ul style="list-style-type: none"> • Select new deadline later in the year. • Move full PPR to next year and everyone must complete an AP. • Biology and the Cafeteria will not be given the option to push back to next year. <p>Calendar Dates:</p> <ul style="list-style-type: none"> • 12/7th – Deadline to Dean/Manager • 2/8/16th – Finalize AP • 2/29th – Deadline for departments to prioritize. <p>Jessica suggested sending out an email to the campus with the above dates.</p>	<p>Rebecca will be sending out an email to the different programs to ask for a definite date to be assigned/or a range of dates.</p> <p>Those programs that have already turned in their AP will not receive the email.</p>
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2.0 Inclusiveness
 The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...

- Future Discussion: should PPR documents be shared with HMC, the consultants who are working on Facilities Master Plan? (Academic Senate Discussion November 11, 2015).

Adjournment 4:30PM

<p>Missions Statement</p> <p>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>Vision Statement</p> <p>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>Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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