

Crafton Hills College Planning and Program Review Committee	Date: November 16, 2015 Time: 3:00PM Location: LRC 226
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	Bryan Reece	
Daniel Bahner		Tom Bryant	X	Vacant (Student Rep)	
Ben Gamboa	X	Meridyth McLaren	X	Gio Sosa (Beginning January)	

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 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 11/9/2015 	Approved as written.	
<ul style="list-style-type: none"> • Four-Year Planning schedule: Finalize Name Changes and Revisions 	Changes approved as written.	There will be additional changes made after the approval of extensions due to the churn.
<ul style="list-style-type: none"> • PPR Interviews, Finalize Schedule Revisions 	Following Changes: <ul style="list-style-type: none"> • Donna Hoffman (Marketing) moved from Nov. 16th to November 30th. • Mike Strong is the contact person for Administrative Services and not Larry Cook. • June Yamamoto (Emergency Training Ctr.) • John Muskavitch (Financial Aid) requested and was approved an extension to next year. • Ben Gamboa worked with Lisa Shimeld (Micro) today. 	She will be contacted to ask if she will be ready on November 23 rd . He will follow up with Lisa.

	<ul style="list-style-type: none"> Matthew Adams (Physics/Astronomy) Farhad Mansourian (Economics) Lynn Lowe (Reading-- have not received word from her. Dean Papas and Lynn may be working together.) Ruth Greyraven (Biology) <p>Rebecca should have a firmer schedule by the end of the week (November 20th).</p>	<p>Rebecca will contact Matt.</p> <p>Denise is checking with Margaret for Farhad.</p> <p>Rebecca will call Dean and Ruth.</p> <p>Rebecca will make date changes, if she is able to do so.</p>
<ul style="list-style-type: none"> Discussion, Proposed Hiring Prioritization Process from the Academic Senate (Denise) 	<p>The document was reviewed and approved by the Academic Senate. The Academic Senate asked that the committee review the document.</p> <p>The committee reviewed the document and changes were made.</p>	<p>Denise will send the revised copy of the document to Rebecca.</p>
<ul style="list-style-type: none"> Review of the Instructional and Services Evaluative Rubrics 		

2.0 Inclusiveness
The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...

- Discussion: Should PPR documents be shared with HMC, the consultants who are working on the Facilities Master Plan? (Academic Senate Discussion November 18, 2015).

Adjournment 5:00

<p>Mission 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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