

Crafton Hills College Planning and Program Review Committee	Date: November 23, 2015 Time: 3:00 PM – 4:45 PM Location: LRC 135
Minutes	

Committee Members	P		P		P
Co-Chair: Rebecca Warren-Marlatt	X	Keith Wurtz		Dianne Purves	X
Co-Chair: Jessica McCambly	X	Denise Allen-Hoyt	X	Bryan Reece	
Daniel Bahner		Tom Bryant	X	(Student Rep)	
Ben Gamboa	X	Meridyth McLaren	X	Gio Sosa	
				Guests: Students from Jimmy Urbanovich's class	

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 the 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 11/16/2015 	Approved as written.	
<ul style="list-style-type: none"> • Review of the Instructional and Services Evaluative Rubrics 	<ul style="list-style-type: none"> • Rebecca reviewed both Rubrics and their purpose with the new committee members and the visiting student guests. 	<ul style="list-style-type: none"> • Rebecca asked Ben to contact Jason Brady and ask him to change the name from <i>Child Care Center</i> to <i>Child Development Center</i>.
<ul style="list-style-type: none"> • Meeting, Child Development Center, 3:30 p.m. (Deborah Wasbotten, June Yamamoto) 	<ul style="list-style-type: none"> • Deborah and June were introduced with the committee members before their presentation. • The document was thorough and observed to be well written. • The committee members asked questions. 	<ul style="list-style-type: none"> • Committee will review the information and complete the Rubric with comments.
<ul style="list-style-type: none"> • Discussion, Revisions to Faculty/Staff Prioritization Process (Denise) 	<ul style="list-style-type: none"> • The document was reviewed with the changes and approved by the committee. The document is now more inclusive of faculty and staff positions. 	<ul style="list-style-type: none"> • Changes accepted. Denise will send a new copy to Rebecca and a new copy will be forwarded to the president.
<ul style="list-style-type: none"> • Revised meeting Schedule, finalize 		

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 the Facilities master Plan?

Adjournment

Mission Statement	Vision Statement	Institutional Values
The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	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.	Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.