

Crafton Hills College

Planning and Program Review Committee

Minutes

Date: November 14, 2016
Time: 3:00 PM – 4:45 PM
Location: LRC-110
Next Meeting: November 21, 2016

Committee Members	P		P		P
Co-Chair: Keith Wurtz	X	Dianne Purves	X	Rebeccah Warren-Marlatt	X
Co-Chair: Patricia Menchaca	X	Jonathan Townsend		Meridyth McLaren	X
Tom Bryant	X	Denise Allen-Hoyt		Bryan Reece	
Stashia Robbins (Student)	X	Karen Peterson	X		

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 from November 7, 2016 (5 minutes) 	The 11/7/2016 minutes will be reviewed at the next meeting.	
<ul style="list-style-type: none"> Meet with Aquatics at 3:15 to review Program Review (15 minutes) 	Heather Chittenden was introduced to the committee and discussed the Aquatics document.	
<ul style="list-style-type: none"> Meet with Administrative Services at 3:45 to review Program Review (15 minutes) 	Mike Strong met with the committee to discuss the Administrative Services document.	
<ul style="list-style-type: none"> Review and finalize ASL feedback (30 minutes) 	The committee reviewed and finalized the feedback.	
<ul style="list-style-type: none"> Review plan for next week: Earth Science (5 minutes) 		
<ul style="list-style-type: none"> Biological Sciences request (5 minutes) 	Biological Sciences will be extended to December 12 th .	
<ul style="list-style-type: none"> Earth Science request to complete plan by Wednesday, November 16 instead of Monday, November 14 (5 minutes) 	The committee agreed to a date of November 16 for Earth Science.	
<ul style="list-style-type: none"> Review the Aquatics Plan 	The committee members reviewed the comments and completed the Non-Instructional Rubric.	
<ul style="list-style-type: none"> Review the Administrative Services Plan 	The committee members reviewed the comments and completed the Non-Instructional Rubric.	

2.0 Inclusiveness

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

<ul style="list-style-type: none"> Other Items (5 minutes) 		
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3.0 Best Practices for Teaching and Learning

Achieve college-wide excellence in teaching and learning through best practices and ongoing reflection, assessment, and improvement

Adjournment: The meeting was adjourned at 4:48pm.

Mission Statement

The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.

Vision Statement

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.

Institutional Values

Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.