

Crafton Hills College

Planning and Program Review Committee

Minutes

Date: November 28, 2016
Time: 2:30 PM – 4:15 PM
Location: LRC-110
Next Meeting: December 5, 2016

Committee Members	P		P		P
Co-Chair: Keith Wurtz	Y	Dianne Purves	N	Rebecca Warren-Marlatt	Y
Co-Chair: Patricia Menchaca	Y	Denise Allen-Hoyt	N	Meridyth McLaren	Y
Tom Bryant	Y	Karen Peterson	Y	Bryan Reece	N
Stashia Robbins (Student)	N	Ben Gamboa	Y		

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 21, 2016 (5 minutes) 	The 11/21/16 Minutes were approved as written.	
<ul style="list-style-type: none"> Meet with Political Science at 2:30 to review Program Review (30 minutes) 	The committee met with Steve Hellerman and discussed the Political Science document.	
<ul style="list-style-type: none"> Draft feedback for Political Science (15 minutes) 	The committee members reviewed the comments and completed the Instructional Rubric for Political Science.	
<ul style="list-style-type: none"> Meet with Economics at 3:15 to review Program Review (30 minutes) 	Farhad Mansourian was introduced to the committee and discussed the Economics document.	
<ul style="list-style-type: none"> Draft feedback for Economics (15 minutes) 	The committee members reviewed the comments and completed the Instructional Rubric for Economics.	
<ul style="list-style-type: none"> Review ASL feedback document (10 minutes) 	The committee members will bring their ASL notes to the next meeting.	
<ul style="list-style-type: none"> Status of Biological Sciences (5 minutes) 	Biological Sciences will finalize their report by 2/20 with their meeting on February 27 th at 2:30.	
<ul style="list-style-type: none"> Plans for next week, December 5, 2016: Library (5 minutes) 	They will finalize the plan by 11/30.	
<ul style="list-style-type: none"> Fire Academy and Fire Technology programs have combined to Fire Academy/Fire Technology. Suggest putting on the Fire Technology planning schedule (5 minutes) 	The Fire Academy and Fire Technology will combine and submit one plan. They will go to the Fire Technology Plan schedule.	

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) 	<ul style="list-style-type: none"> Full timers from instruction- programs disadvantaged? Add Diversity to our document. 	
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	<ul style="list-style-type: none"> • Alternative data measures • Discuss word count at the next meeting. • Revisiting questions for clarity • Review all rubric questions and ensure question include the rubric information 	
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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 adjourned at 4:00pm.

<p style="text-align: center;">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 style="text-align: center;">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 style="text-align: center;">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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