

Crafton Hills College

Planning and Program Review Committee

Minutes

Date: December 5, 2016
Time: 3:00 PM – 4:45 PM
Location: LRC-110
Next Meeting: December 12th

Committee Members	P		P		P
Co-Chair: Keith Wurtz	Y	Dianne Purves	Y	Rebecca Warren-Marlatt	Y
Co-Chair: Patricia Menchaca	Y	Denise Allen-Hoyt	N	Meridyth McLaren	Y
Tom Bryant	Y	Karen Peterson	N	Bryan Reece	N
Stashia Robbins (Student)	Y	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 28, 2016 (5 minutes) 	The 11/28/16 minutes were approved as written.	
<ul style="list-style-type: none"> Meet with Library to review Program Review (30 minutes) 	Catherine Hendrickson met with the committee to discuss the Library document.	
<ul style="list-style-type: none"> Draft feedback for Library (15 minutes) 	The committee members reviewed the comments and completed the Non-Instructional Rubric.	
<ul style="list-style-type: none"> Finalize Political Science Feedback (15 minutes) 	The committee members reviewed the comments and finalized the Feedback and Recommendations for Political Science.	
<ul style="list-style-type: none"> Finalize Economics Feedback (15 minutes) 	The committee members reviewed the comments and finalized the Feedback and Recommendations for Economics.	
<ul style="list-style-type: none"> Update on ASL feedback document (5 minutes) 	The feedback on the ASL document is completed.	
<ul style="list-style-type: none"> Plans for next week, December 12, 2016: Earth Science (5 minutes) 	The committee will meet at 3:30 pm on 12/12 and Earth Science will discuss the plan at 4:00 pm.	

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. 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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	<ul style="list-style-type: none"> • Revise the Document Quality rubric. Did program answer the entire question? 	
<p>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</p>		
<p>Adjournment: The meeting was adjourned at 4:26 pm.</p>		
<p>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.</p>	<p>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.</p>	<p>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>