

# Crafton Hills College

## Planning and Program Review Committee

### Minutes

**Date:** April 3, 2017  
**Time:** 3:00 PM – 4:45 PM  
**Location:** LRC-110

<b>Committee Members</b>	P		P		P
Co-Chair: Keith Wurtz	P	Dianne Purves	P	Rebecca Warren-Marlatt	P
Co-Chair: Patricia Menchaca	A	Denise Allen-Hoyt	A	Meridyth McLaren	P
Tom Bryant	P	Karen Peterson	P		
Stashia Robbins (Student)	A	Ben Gamboa	P		

#### 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.

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>FURTHER ACTION</b>
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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"> <li>Review the minutes from March 6 and March 20, 2017 (5 minutes)</li> </ul>	Minutes approved as written	
<ul style="list-style-type: none"> <li>Prioritization of objectives (100 minutes)</li> </ul>	The committee reviewed and discussed prioritization of planning and program review objectives	

#### 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"> <li>Other Items (5 minutes)</li> </ul>	<ul style="list-style-type: none"> <li>Discuss process for adding programs to PPR – What is a program?</li> <li>Adding a flag in program review that identifies district request</li> <li>Left Lane Annual Plan</li> <li>Full timers from instruction- programs disadvantaged?</li> <li>Add Diversity to our document.</li> <li>Alternative data measures</li> <li>Discuss word count</li> <li>Revisiting questions for clarity</li> <li>Review all rubric questions and ensure question include the rubric information</li> <li>Revise the Document Quality rubric. Did program answer the entire question?</li> <li>Explore different web tools for program review</li> <li>Explore connecting outcomes assessment proposed actions to program review action plan</li> <li>Discuss adding frequently made mistakes</li> </ul>	
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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

#### 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.