

Crafton Hills College

Planning and Program Review Committee

Minutes

Date: May 15, 2017
Time: 3:00 PM – 4:45 PM
Location: LRC-110

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

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 May 8, 2017 (5 minutes) 	Minutes approved as written	
<ul style="list-style-type: none"> Need for meeting on May 22, 2017. Expectations for next year. 	Committee decided to meet on 5/22/17 to discuss expectations for next year	
<ul style="list-style-type: none"> Provide update on prioritization of objectives, and President's Memo (5 minutes) 	The committee continued to work on draft for prioritizing PPR changes for the 2017-2018 year	
<ul style="list-style-type: none"> Continue review of Instructional Questions (30 minutes) 	Reviewed and revised questions 1-8 based on discussion	
<ul style="list-style-type: none"> Review Non-Instructional Questions (35 minutes) 	Reviewed and revised questions 1-8 based on discussion	
<ul style="list-style-type: none"> Complete the PPRC Survey (10 minutes) 	Committee completed the self-evaluation surveys	
<ul style="list-style-type: none"> PPR question layout moving from the specific to the general (15 minutes) 	The committee did not have time to address item.	This item will be added to the agenda on May 22, 2017

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"> Discuss process for adding programs to PPR – What is a program? Adding a flag in program review that identifies district request Left Lane Annual Plan Full timers from instruction-programs disadvantaged? Add Diversity to our document. Alternative data measures Discuss word count 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? • Explore different web tools for program review • Explore connecting outcomes assessment proposed actions to program review action plan • Discuss adding frequently made mistakes 	
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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

<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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