

# Crafton Hills College

## Planning and Program Review Committee

### Agenda

**Date:** February 13, 2017  
**Time:** 2:30 PM – 4:15 PM  
**Location:** LRC-110

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

#### 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"> <li>Review the minutes from February 6, 2017 (5 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Meet with Music at 2:30PM to review Program Review (30 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Draft feedback for Music (30 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Meet with DSPS at 3:15PM to review Program Review (30 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Draft feedback for DSPS (30 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Meet with EOPS at 3:45PM to review Program Review (30 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Review and finalize the feedback for Mathematics (15 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Review and finalize the feedback for Sociology (15 minutes)</li> </ul>		
<ul style="list-style-type: none"> <li>Next meeting is February 20, 2017 where we will review Program Reviews for A&amp;R and Financial Aid (5 minutes)</li> </ul>		

#### 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>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> </ul>	
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	<ul style="list-style-type: none"> <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

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