

Crafton Hills College

Date: February 12, 2018

Time: 3:00 PM – 4:45 PM

Location: LRC-135

PPR Minutes

Committee Members	P		P		P
Co-Chair: Keith Wurtz	P	Karen Peterson	P	Kathy Bakhit	A
Co-Chair: Patricia Menchaca	P	Brandice Mello	A	Mike Strong	A
Tom Bryant	P	Meridyth McLaren	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.

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 February 5, 2018 (5 minutes) 	The minutes for February 5, 2018 were approved as written.	
<ul style="list-style-type: none"> Finalize the feedback for Business (5 minutes) 	This agenda item will be discussed at the February 26, 2018 meeting.	
<ul style="list-style-type: none"> Finalize the feedback for History (5 minutes) 	This agenda item will be discussed at the February 26, 2018 meeting.	
<ul style="list-style-type: none"> Meet with Communication Studies at 3:15 to review Program Review (30 minutes) 	The committee reviewed and discussed the submitted Communication Studies program review with Rick Hogrefe.	
<ul style="list-style-type: none"> Meet with Spanish at 3:45 to review Program Review (30 minutes) 	The committee reviewed and discussed the submitted Spanish program review with Jeff Schmidt.	
<ul style="list-style-type: none"> Discuss question on prioritization process with departments and divisions in relation to the PPR Handbook (see page 36) (10 minutes) 	Jim Holbrook joined the meeting to question the language in the handbook regarding prioritization at the Division level.	The committee agreed to move forward with the interpretation used for the past eight years, and Patricia will take this item to Academic Senate for review.
<ul style="list-style-type: none"> Provide questions for February 15 Open Forum (5 minutes) 	This agenda item was not discussed at this meeting.	
<ul style="list-style-type: none"> Draft feedback for the Spanish Program (5 minutes) 	The committee reviewed, scored the rubric and drafted the feedback.	Keith will compile this information together to review at the next committee meeting for a final review.
<ul style="list-style-type: none"> Draft feedback for the Communication Studies Program (5 minutes) 	The committee reviewed, scored the rubric and drafted the feedback.	Keith will compile this information together to review at the next committee meeting for a final review.
<ul style="list-style-type: none"> Next meeting is February 26, 2018 where we will meet with the Kinesiology and Technology Services Programs (5 minutes) 		

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 	<ul style="list-style-type: none"> It has been requested that Crafton make finalized program reviews available publically Review the alignment of ACCJC standards with the rubric questions in the program review Review the Valley Resource Prioritization Process Review the Valley PPR Questions and Examples Review the SBVC 2016-2017 Annual Program Review Report Discuss feedback on the scheduling matrix from Faculty Chairs and adding morning and evening to the matrix to help inform student planning Discuss process for adding programs to PPR – What is a program? Adding a flag in program review that identifies district request Full timers from instruction- programs disadvantaged? Alternative data measures Discuss word count Explore different web tools for program review Discuss adding frequently made mistakes 	
<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>