

Crafton Hills College

Date: March 5, 2018

Time: 3:00 PM – 4:45 PM

Location: LRC-110

PPR Minutes

Committee Members	P		P		P
Co-Chair: Keith Wurtz	P	Karen Peterson	A	Mike Strong	P
Co-Chair: Patricia Menchaca	P	Brandice Mello	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
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 26, 2018 (5 minutes) 	The minutes for February 26, 2018 were approved as written.	
<ul style="list-style-type: none"> Finalize the feedback for Kinesiology (5 minutes) 	The committee discussed and finalized the feedback for Kinesiology.	Keith will send the feedback to Kinesiology.
<ul style="list-style-type: none"> Finalize the feedback for Technology Services (5 minutes) 	The committee discussed and finalized the feedback for Technology Services.	Keith will send the feedback to Technology Services.
<ul style="list-style-type: none"> Provide an update on roll-up process (10 minutes) 	Tom reported that only he and Snezana were able to meet so they postponed discussion until Mark and Renee could participate.	Will place on future agenda when Tom is ready to discuss.
<ul style="list-style-type: none"> Review the Spring 2018 Program Review survey (15 minutes) 	This agenda item was postponed until the next meeting.	Keith will bring evaluation survey to 3/12 meeting.
<ul style="list-style-type: none"> Discuss request to make finalized program reviews available publically (15 minutes) 	The District's and Valley's program reviews are available to the public. The committee decided to keep the status quo at this time. If an additional request is made regarding the public availability of finalized program reviews, Jeremiah will be asked to speak at a committee meeting and indicate where in the standards it says the reviews must be made public.	
<ul style="list-style-type: none"> Review the Valley Resource Prioritization Process (15 minutes) 	The committee discussed Valley's Resource Prioritization Process. Paula will be asked to explain Valley's process at the earliest committee meeting that she is available as changes must be brought to Crafton Council. Keith can adjust Crafton's web tool to prioritize within categories. Generalizing the categories will be discussed with the Budget Committee and their ideas brought to the Academic Senate and Crafton Council for additional suggestions.	Mike will discuss generalizing the categories in our Resource Prioritization Process with the Budget Committee. Patricia and Meridyth will take the results to the Academic Senate and Keith will them to Crafton Council for additional suggestions. Tom will invite Paula to explain Valley's process at the earliest committee meeting that she is available.

<ul style="list-style-type: none"> Review the Valley PPR Questions and Examples (15 minutes) 	<p>Discussion revolved around the different presentation styles of Valley's Word document versus Crafton's web tool. Changes can be made to web tool which may help readability for faculty.</p>	<p>Keith will bring suggestions to the next meeting for the committee to review.</p>
<ul style="list-style-type: none"> Review the SBVC 2016-2017 Annual Program Review Report (15 minutes) 	<p>The committee does not need to review this report.</p>	
<ul style="list-style-type: none"> Next meeting is March 12, 2018 (5 minutes) 		<p>Keith will add an agenda item to the March 12, 2018 meeting to develop a process for reviewing 2 year plans.</p>

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"> Review the alignment of ACCJC standards with the rubric questions in the program review 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>The alignment of ACCJC standards with the rubric questions in the program review was determined to be okay as is.</p>
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<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>
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