

Crafton Hills College

PPR Minutes

Date: April 9, 2018

Time: 3:00 PM – 4:45 PM

Location: LRC-110

Committee Members	P		P		P
Co-Chair: Keith Wurtz	P	Karen Peterson	P	Mike Strong	P
Co-Chair: Patricia Menchaca	A	Brandice Mello	A	Giovanni Sosa	P
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"> • Introductions and planning and program review committee membership (5 minutes) 		
<ul style="list-style-type: none"> • Review the minutes from March 26, 2018 (5 minutes) 	The minutes for March 26, 2018 were approved as written.	
<ul style="list-style-type: none"> • Review the Spring 2018 PPR Evaluation Survey (15 minutes) 		Gio will discuss the changes made to the survey at the last meeting with Patricia.
<ul style="list-style-type: none"> • Provide an update on the prioritization process (15 minutes) 	The Division Deans should complete their prioritization today.	The Vice Presidents need to complete their prioritization and submit to the PPR Committee.
<ul style="list-style-type: none"> • Review the improvements recommended to the PPR Web Tool from Last Year and update (15 minutes) 	Improvements will continue to be made by Keith and TESS as/when Jason has time.	Gio will invite Jason from TESS to a PPR meeting
<ul style="list-style-type: none"> • Update progress on discussion to prioritize objectives separately by Area (Mike to review at the Budget Committee, Patricia and Meridyth to review with Academic Senate Executive, Keith the review with Crafton Council, Tom to invite Paula to explain SBVCs process) (15 minutes) 	The PPR Committee will look at categories and prioritize within areas. The Budget Committee will divide the money, and the Division will determine where their money goes.	Tom will invite Paula to a PPR meeting to discuss Valley's process.
<ul style="list-style-type: none"> • Update on the Definition of a Program (5 minutes) 		Definitions are going to Area Vice Presidents before being submitted to the PPR Committee.
<ul style="list-style-type: none"> • Discuss the recommendation from the Academic Senate to make minor adjustments for next year while working to review entire program review process (25 minutes) 	The recommendations for minor adjustments recommended by the Academic Senate were approved as discussion for the entire program review process continues.	Continue discussion on the entire program review process.
<ul style="list-style-type: none"> • Annual Program Review – English (additional agenda item) 	The committee discussed the program and drafted feedback.	Keith will send the feedback to English.

<ul style="list-style-type: none"> Next meeting is April 16, 2018 (5 minutes) 		
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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 	
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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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