

# Crafton Hills College

Date: April 30, 2018

Time: 3:00 PM – 4:45 PM

Location: LRC-110

## PPR Minutes

<b>Committee Members</b>	P		P		P
Co-Chair: Keith Wurtz	P	Karen Peterson	P	Mike Strong	P
Co-Chair: Patricia Menchaca	P	Brandice Mello	NP	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"> <li>Review the minutes from April 23, 2018 (5 minutes)</li> </ul>	The minutes of April 23, 2018 were approved as written.	
<ul style="list-style-type: none"> <li>Jason Brady will review prioritized changes to PPR Web Tool (30 minutes)</li> </ul>	The PPR Web Tool was discussed. Jason is able to complete the 1 <sup>st</sup> and 2 <sup>nd</sup> priorities by the end of July. He may also indent data under Objectives for clearer differentiation.	Keith will send the link that needs to be changed to Jason who will complete the Committee's 1 <sup>st</sup> and 2 <sup>nd</sup> priorities by the end of July. Gio will follow up with Jason.
<ul style="list-style-type: none"> <li>Prioritize objectives (65 minutes)</li> </ul>	Prioritized Administrative positions. Discussed Faculty positions and Equipment.	Place item on agenda for the May 7, 2018 meeting. Additional categories will be discussed and prioritized.
<ul style="list-style-type: none"> <li>Next meeting is May 7, 2018 (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</li> </ul>	<ul style="list-style-type: none"> <li>Review the alignment of ACCJC standards with the rubric questions in the program review</li> <li>Discuss feedback on the scheduling matrix from Faculty Chairs and adding morning and evening to the matrix to help inform student planning</li> <li>Discuss process for adding programs to PPR – What is a program?</li> <li>Adding a flag in program review that identifies district request</li> <li>Full timers from instruction-programs disadvantaged?</li> <li>Alternative data measures</li> <li>Discuss word count</li> <li>Explore different web tools for program review</li> <li>Discuss adding frequently made mistakes</li> </ul>	<ul style="list-style-type: none"> <li>Jason suggested also exploring software options to see if something meets the Committee's needs. Can justify cost if necessary.</li> </ul>
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<p><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><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><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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