

Crafton Hills College

Date: February 11, 2019

Time: 3:00 PM – 4:45 PM

Location: LRC-110

PPR Minutes

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| Committee Members | P | | P | | P |
| Co-Chair: Keith Wurtz | Y | Karen Peterson | Y | Mike Strong | Y |
| Co-Chair: Patricia Menchaca | Y | Meridyth McLaren | Y | | |
| Tom Bryant | Y | | | | |

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...

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| <ul style="list-style-type: none"> Review the minutes from February 4, 2019 (3 minutes) | | |
| <ul style="list-style-type: none"> Art will meet with PPRC on February 25th and plan is due on February 18 (2 minutes) | Keith reminded the PPRC that Art will meet with PPRC on February 25, 2019 and their plan is due on February 18, 2019. | Patricia and Meridyth are going to meet with Art to help them complete their plan. Emphasis will be placed on updating the goals and objectives. |
| <ul style="list-style-type: none"> Discuss request of Sociology and Anthropology to combine programs into one program (10 minutes) | Committee decided that Sociology and Anthropology can combine their programs. | |
| <ul style="list-style-type: none"> Meet with the Career Center program at 3:45 (30 minutes) | The PPRC met with Trinette Barrie and reviewed the Career Center four-year plan. | |
| <ul style="list-style-type: none"> Meet with the Honors program at 4:15 (30 minutes) | The PPRC met with Judy Cannon and reviewed the Honors Program four-year plan. | |
| <ul style="list-style-type: none"> Draft feedback for the Career Center (10 minutes) | Feedback was drafted for the Career Center program. | |
| <ul style="list-style-type: none"> Draft feedback for the Honors Program (10 minutes) | Feedback was drafted for the Honors program. | |
| <ul style="list-style-type: none"> Review of one-time funds (30 minutes) | Mike reviewed the one-time funds in program review. | Mike will take the program review prioritized one-time funds to President's Cabinet and Crafton Council. |
| <ul style="list-style-type: none"> Review the updated timeline and finalize (5 minutes) | The committee reviewed the updated timeline and finalized. | |
| <ul style="list-style-type: none"> Review the updated schedule and finalize (5 minutes) | The committee reviewed the updated schedule and finalized. Paramedics is postponed until next year. | |
| <ul style="list-style-type: none"> The next programs meeting with the PPRC are CIS and Chemistry on February 25, 2019 (5 minutes) | Keith reminded the committee that the next programs being reviewed by the PPRC were CIS and Chemistry. | |
| <ul style="list-style-type: none"> Next meeting is February 25, 2019 in LRC-110 (5 minutes) | Keith reminded the PPRC that the next meeting was February 25, 2019. | |
| Future Meetings 1. March 4 th : Review categories 2. March 18 th : Review 5 of the 2 yr plans 3. April 1 st : Review 5 of the 2 yr plans | | |

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| <p>4. April 15th: Review 5 of the 2 Yr plans</p> <p>Note: If we are unable to make through the 15 2 yr plans we agreed to meet on April 15th when a meeting was not originally scheduled.</p> | | |
| <p>2.0 Inclusiveness The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...</p> | | |
| <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 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> |