

Crafton Hills College

Date: February 25, 2019

Time: 3:00 PM – 4:45 PM

Location: LRC-110

PPR Minutes

Committee Members	P		P		P
Co-Chair: Keith Wurtz	Y	Karen Peterson	Y	Mike Strong	N
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...

<ul style="list-style-type: none"> Review the minutes from February 4, 2019 and February 11, 2019 (3 minutes) 	The minutes from February 11 were approved as written.	Keith will bring the minutes from February 4, 2019 to the next meeting.
<ul style="list-style-type: none"> Review and finalize the Career Center feedback (10 minutes) 	The committee finalized the Career Center program feedback with minor changes.	Keith will send the feedback to the program.
<ul style="list-style-type: none"> Meet with the CIS program at 3:15 (30 minutes) 	The committee met with the CIS program and reviewed the plan.	
<ul style="list-style-type: none"> Meet with the Chemistry program at 3:45 (30 minutes) 	The committee met with the Chemistry program and reviewed the plan.	
<ul style="list-style-type: none"> Review and finalize the Honors Program feedback (10 minutes) 	The committee reviewed the feedback and discussed re-evaluating rubric scores.	Keith will add to the agenda for next week and PPRC will re-evaluate the rubric scores.
<ul style="list-style-type: none"> Draft feedback for the CIS Program (5 minutes) 	The feedback for the CIS program was drafted by the committee.	
<ul style="list-style-type: none"> Draft feedback for the Chemistry Program (5 minutes) 	The feedback for the Chemistry program was drafted by the committee.	
<ul style="list-style-type: none"> Review number of programs who have finalized programs (10 minutes) 	Keith reviewed the number of programs that have finalized their programs. Keith was reminded that those who are scheduled for SLOs can have their programs finalized.	Keith will finalize programs on the schedule for SLOs and updated the number of programs that have finalized their programs.
<ul style="list-style-type: none"> Next meeting is March 4, 2019 in LRC-110 (2 minutes) 	Keith reminded the committee that the next meeting is on March 4, 2019 in LRC-110.	

Future Meetings

- March 4th: Review categories
- March 18th: Review 5 of the 2 yr plans
- April 1st: Review 5 of the 2 yr plans
- April 15th: Review 5 of the 2 Yr plans

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.

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 • 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>