

Crafton Hills College

Date: March 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	Y
Co-Chair: Patricia Menchaca	N	Meridyth McLaren	Y	Artour Aslanian	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, February 25, 2019, and March 18, 2019 (3 minutes) 	Minutes from February 4, 2019, February 25, 2019, and March 18, 2019 were approved as written.	
<ul style="list-style-type: none"> Review feedback for the Honors Program (20 minutes) 	The honors program feedback will be reviewed at the next meeting because of low attendance.	
<ul style="list-style-type: none"> Review number of programs who have finalized programs and update committee on roll-up timelines (20 minutes): <ul style="list-style-type: none"> Department Rollups – Friday, April 5, 2019 Division Rollups – Friday, April 12, 2019 Area Rollups – Friday, April 26, 2019 PPRC Objective Prioritization – Monday, April 29, 2019 	Keith reviewed the deadlines and the programs that need to prioritize at the department level.	
<ul style="list-style-type: none"> Next meeting is April 1, 2019 in LRC-110 (20 minutes): Review feedback drafts of CIS and Chemistry 	The feedback drafts were not available and will be reviewed at the next meeting.	Keith will draft and provide the feedback drafts for CIS and Chemistry at the next meeting.
<ul style="list-style-type: none"> Review five programs that completed the two-year plan based on the following criteria: 1) Completed and updated SLOs (Q4) – SLOs were evaluated and measured, and 2) Completed and updated actions and objectives – progress was made on objectives (Note: reviewed Aquatics, Biological Sciences, Earth Science, ASL, and Sociology/Anthropology) 	<p>The committee reviewed the Child Development and Education two-year plan and found that both the SLOs and objectives were updated.</p> <p>The committee reviewed the Psychology two-year plan and found that both the SLOs and objectives were updated.</p> <p>The committee reviewed the Music two-year plan and found both the SLOs and objectives needed to be updated.</p> <p>The committee reviewed the Theater Arts two-year plan and found that</p>	Keith will email each program about the PPRC's two-year plan review results.

	<p>both the SLOs and objectives were updated.</p> <p>The committee reviewed the Library two-year plan and found that both the SLOs and objectives were updated.</p> <p>The committee reviewed the Math two-year plan and found both the SLOs and objectives needed to be updated.</p> <p>The committee reviewed the DSPS two-year plan and found both the SLOs and objectives needed to be updated.</p> <p>The committee reviewed the Admissions and Records two-year plan and found that the SLOs needed to be updated and the goals and objectives were updated</p>	
<p>Future Meetings</p> <ol style="list-style-type: none"> 1. April 1st: Review 5 of the 2 yr plans 2. April 15th: Review 5 of the 2 Yr plans <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>Mike is working on categories and bring to a future meeting.</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>