

Crafton Hills College

Date: Oct 21, 2019

Time: 3:00 PM – 4:45 PM

Location: LRC-110

PPR Minutes

Committee Members	P		P		P
Co-Chair: Giovanni Sosa	P	Karen Peterson	P	Mike Strong	P
Co-Chair: Julie McKee	P	Meridyth McLaren	P	Artour Aslanian	P
Keith Wurtz	A				

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 May 20, 2019 (5 minutes) 	Minutes from May 20, 2019 were approved with agenda change.	
<ul style="list-style-type: none"> Review and agree on Committee Norms (10 minutes) 	Committee discussed the need for all members to be present when implementing decisions. Meridyth suggest at least one member from each group be present.	
<ul style="list-style-type: none"> Review the PPRC Committee Charge and Membership (10 minutes) 	The charge will remain as written. The committee discussed the possibility of increasing membership from various areas. It was suggested we add additional faculty and classified staff.	Committee will discuss further at the next meeting.
<ul style="list-style-type: none"> Review the results from the Spring 2019 Committee Self-Evaluation Survey (10 minutes) 	Committee discussed the low fill-out rate from the 18-19 academic year. Committee members suggested the evaluation be sent out in March of each academic year. Send an update to committee chairs with fill-out rates. It was also suggested it be sent campus wide.	
<ul style="list-style-type: none"> Review the PPRC timeline, schedule, and set 2019-2020 objectives for the year (20 minutes) 	Reviewed and discussed the possibility of developing an FAQ for PPR.	
<ul style="list-style-type: none"> Combining of Marketing and Public Relations with Resource Dev/Community Relations 	Committee discussed request from Michelle Riggs in postponing four-year review for Marketing, due the recent formation/combining of those units.	Committee agreed to allow Michelle to submit an annual plan, instead of a full program review for the 19-20 academic year.
<ul style="list-style-type: none"> Prioritization Diagram (20 minutes) 	Committee discussed and reviewed.	

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"> Review the alignment of ACCJC standards with the rubric questions in the program review 	Standards were reviewed and committee gave input.	
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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.	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.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.