

Crafton Hills College

PPR Minutes

Date: Apr 5, 2021

Time: 3:00 PM – 4:45 PM

Location: Zoom

Committee Members	P		P		P
Co-Chair: Giovanni Sosa	P	Karen Peterson	P	Artour Aslanian	P
Co-Chair: Julie McKee	P	Meridyth McLaren	P	Shirley Juan	P
Keith Wurtz	P	Nick Reichert	P	Delmy Spencer	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"> Review the minutes from Mar 29, 2021 (5 minutes) 	Minutes were approved with correction.	
<ul style="list-style-type: none"> Meet with STEM to discuss 4yr. plan (15 min) 	Met with Jonathan Townsend and Kay Weiss	
<ul style="list-style-type: none"> Draft feedback for STEM (10 min) 	Committee discussed/drafted feedback	Gio to prepare draft; Gio to send it to the program writer and copy coach
<ul style="list-style-type: none"> Review 4yr. Resubmission: Music (10 min) 	Committee reviewed and finalized feedback	Gio to prepare finalized feedback; Gio to send it to program writer, including Kay Weiss and Keith Wurtz.
<ul style="list-style-type: none"> Review 4yr. Resubmission: History (10 min) 	At the 3/29/21 meeting, the consensus was to postpone the scoring for section 4 and recommended a conversation between the program writer and dean/VPI prior to rescoring. Rescored the fill rate section to 2. Committee discussed further and finalized the feedback.	Gio to prepare finalized feedback; Gio to send it to program writer.
<ul style="list-style-type: none"> Added to agenda: PPR participant survey 	Committee reviewed survey.	Artour to send out preview link to committee members and will discuss/finalize at next meeting.
<ul style="list-style-type: none"> Continue discussion concerning potential enhancements to the PPR process – optional meeting with program writers; enhancing the liaison work of the PPR coach; the role of the PPR coach during deliberations (20 minutes) 	Committee continued discussion: <ul style="list-style-type: none"> Giving program writers the opportunity to choose if they would like to meet with the committee in-person. For submitted plans, committee will continue to meet and discuss program submissions, coach would approach and informally discuss feedback with the program writer. Any program writers who do not respond, an email will be sent to the area dean. 	

	<ul style="list-style-type: none"> • Suggested changing the rubric item for fill rate. • The role of the PPR coach during deliberations discussion continued. • Enhance committee membership across the board. 	
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2.0 Inclusiveness

The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...

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<p>Mission Statement</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>Vision Statement</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>Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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