

**CHC Educational  
Master Plan  
Committee Minutes**

**Date: May 2, 2023  
Time: 1:00 p.m.  
Location: CCR 233**

<p><b>Members:</b> Kevin Horan, Chair TL Brink, faculty Sean Ceballos, Pres, Student Senate=<b>A</b> Ruth Greyraven, faculty=<b>A</b> Paul Jacques, faculty Natalie Lopez, faculty Ola Sabawi, Classified Rep=<b>A</b> Kevin Palkki, Classified Senate President=<b>A</b></p>	<p>Michelle Riggs, Director, IA Scott Rippy, faculty=<b>A</b> Delmy Spencer, VPSS Gio Sosa, Dean IERP Mike Strong, VPAS Diana Vaichis, Classified Rep=<b>A</b> Dan Word, Instructional Dean=<b>A</b> Keith Wurtz, VPI Karen Peterson, Classified Senate</p>	<p><b>A=ABSENT</b></p>
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TOPIC	DISCUSSION	Further Action
Approve minutes from April 25, 2023	The minutes from April 25, 2023, were approved as written. Motion for approval of minutes made by TL, seconded by Paul. No abstentions. Motion approved.	
Finalize EMP document for submission to Crafton Council on 5-9-23 - ALL	<p>Gio reviewed all the recommendations offered by the senates with respect to SD 2 and shared with the committee. The EMP committee reviewed all the suggested changes which included some key results were rewritten and some were added. The committee made additional edits.</p> <p>The next step is to present the EMP document to Crafton Council for approval at their 5-9-23 meeting.</p> <p>Motion by Keith to approve the Educational Master Plan document as amended. Seconded by TL. No opposition. No abstentions. Motion approved.</p>	
Institutional Set Standards - Keith	<p>ACCJC annually requires Crafton to track and report on four institutional set standards (ISS):</p> <ul style="list-style-type: none"> <li>• Couse completion success rate</li> <li>• Certificates</li> <li>• Degrees</li> <li>• Transfer</li> </ul> <p>Crafton sets the minimum standard or baseline that we need to exceed each year. If Crafton does not meet this minimum standard, then we need to expend a large amount of resources into achieving this minimum standard. In addition, ACCJC also requires that we set stretch goals to reach to something that is challenging but obtainable.</p>	

Institutional Set Standards (continued)	<p>The EMPC reviewed all of the institutional set standards for each of the four achievement outcomes. Crafton achieved the ISS in all achievement outcomes and for all groups except for one, Native American students. The course completion rate for Native American students in 2021-2022 was below the 63.6% ISS at 50%. This is partially due to the very small number of Native American students, approximately 15. Crafton will be reaching out to each Native American student individually to offer support and resources to each student.</p> <p>Keith also indicated that we at 464 in certificates and our minimum number is only 204. We will review the ISS for certificates next year and reevaluate the ISS.</p>	
Committee Self Evaluation Survey – Gio	A link and a QR code was provided to all the members of the committee to complete the survey.	
Announcements	None reported.	
Next meeting: Next Academic Year		

**Mission Statement**

The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

**Vision Statement**

To empower the people who study here, the people who work here, and the people who live in our community through education, engagement and innovation.

**Institutional Values**

We rely on the following values to support our vision and mission:

*Respect:* To champion active listening and open dialogue within our community.

*Integrity:* To uphold honesty in our interactions and academic pursuits and maintain community collaboration.

*Diversity & Inclusion:* To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

*Innovation:* To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.

*Leadership:* To develop and inspire current and future leaders through professional development, mentorship, education, and experience.

*Sustainability:* To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.