

# Crafton Hills College

Date: November 20, 2017

Time: 3:00 PM – 4:45 PM

Location: LRC-110

## PPR Minutes

<b>Committee Members</b>	P		P		P
Co-Chair: Keith Wurtz	P	Karen Peterson	P	Kathy Bakhit	A
Co-Chair: Patricia Menchaca	A	Brandice Mello	P	Mike Strong	A
Tom Bryant	P	Meridyth McLaren	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"> <li>Review the minutes from November 13, 2017 (5 minutes)</li> </ul>	The minutes for November 13, 2017 were approved as written	
<ul style="list-style-type: none"> <li>The SLO category in the schedule has led to some confusion. Discuss ideas for making clearer. (10 minutes)</li> </ul>	The committee discussed and agreed to move forward with distributing the new schedule as is.	
<ul style="list-style-type: none"> <li>Meet with the Student Life at 3:15 to review Program Review (30 minutes)</li> </ul>	The committee reviewed and discussed the submitted Student Life program review with Ericka Paddock.	
<ul style="list-style-type: none"> <li>Draft feedback for Student Life (30 minutes)</li> </ul>	The committee reviewed and scored the rubric with feedback. Keith will then put this information together to be reviewed at the next committee meeting for a final review.	
<ul style="list-style-type: none"> <li>Review the annual plans that the committee needs to review this year based on program review rubric score from prior year (10 minutes)</li> </ul>	Item moved to November 27, 2017 agenda.	
<ul style="list-style-type: none"> <li>Review the Guided Pathways Self-Assessment and provide feedback (15 minutes)</li> </ul>	Item moved to November 27, 2017 agenda	
<ul style="list-style-type: none"> <li>Review the alignment of ACCJC standards with the rubric questions in the program review (40 minutes)</li> </ul>	Item moved to November 27, 2017 agenda	
<ul style="list-style-type: none"> <li>Next meeting is November 27, 2017 where we will meet with the Veterans Program (5 minutes)</li> </ul>	Keith reviewed the status of the Veterans Program Review	

### 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"> <li>Other Items</li> </ul>	<ul style="list-style-type: none"> <li>Discuss feedback on the scheduling matrix from Faculty</li> </ul>	
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	<p>Chairs and adding morning and evening to the matrix to help inform student planning</p> <ul style="list-style-type: none"> <li>• Discuss process for adding programs to PPR – What is a program?</li> <li>• Adding a flag in program review that identifies district request</li> <li>• Full timers from instruction- programs disadvantaged?</li> <li>• Alternative data measures</li> <li>• Discuss word count</li> <li>• Explore different web tools for program review</li> <li>• Discuss adding frequently made mistakes</li> </ul>	
<p><b>Mission Statement</b> 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><b>Vision Statement</b> 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><b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>