

Crafton Hills College

PPR Minutes

Date: March 26, 2018
 Time: 3:00 PM – 4:45 PM
 Location: LRC-110

Committee Members	P		P		P
Co-Chair: Keith Wurtz Co-Chair: Patricia Menchaca Tom Bryant	A P P	Karen Peterson Brandice Mello Meridyth McLaren	P A P	Mike Strong	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
-------	------------	----------------

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 March 5, 2018 (5 minutes) 	The minutes for March 5, 2018 were approved as written.	
<ul style="list-style-type: none"> Review the Spring 2018 PPR Evaluation Survey (15 minutes) 	See attachment	The Committee reviewed the Spring 2018 PPR Evaluation Survey and made revisions (see additional document).
<ul style="list-style-type: none"> Provide an update on the prioritization process (15 minutes) 	Divisions should be done by this Wednesday.	Divisions do not appear to have communicated anything at this date.
<ul style="list-style-type: none"> Review the improvements recommended to the PPR Web Tool from Last Year and update (15 minutes) 	See attachment	The Committee reviewed and agreed with the improvements to the PPR Web Tool from last year with one exception: Keith is being asked to clarify the asterisked addendum pertaining to a Resource request.
<ul style="list-style-type: none"> Update progress on discussion to prioritize objectives separately by Area (Mike to review at the Budget Committee, Patricia and Meridyth to review with Academic Senate Executive, Keith the review with Crafton Council, Tom to invite Paula to explain SBVCs process) (15 minutes) 	Postponed until next meeting for Keith and Mike's feedback.	Keith to add this item to the April 9, 2018 agenda.
<ul style="list-style-type: none"> Definition of Program (35 minutes) 		The Committee approves of the four main groups and definitions. They want each group to define its program.
<ul style="list-style-type: none"> Next meeting is April 2, 2018 (5 minutes) 	Committee members will be sitting on interview panels April 2.	Next meeting will be April 16, 2018.

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"> 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 	Need to add an additional bullet <ul style="list-style-type: none"> PPR Handbook
---	---	---

	<p>evening to the matrix to help inform student planning</p> <ul style="list-style-type: none"> • Discuss process for adding programs to PPR – What is a program? • Adding a flag in program review that identifies district request • Full timers from instruction- programs disadvantaged? • 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>