

San Bernardino Community College District – Educational Master Planning Project
 Crafton Hills College (CHC) – Kickoff Meeting with CBT
 March 15, 3:00 - 4:30 PDT

Meeting Outcomes
◆ Build SBCCD – CBT relationship
◆ Share CHC’s vision and some of the priorities the college is working on right now
◆ Familiarize everyone with the CBT EMP project (approach, phases, timeline, and work plan)
◆ Confirm data needs, surveys, listening sessions, and project deliverables
◆ Gain clarity on SBCCD’s integrated planning approach & terminology

AGENDA

Revised 3-9-22

- 3:00-3:20 Welcome by President Kevin Horan
 Introductions – Cabinet and EMPC members & CBT Team
- 3:20-3:30 Setting the Stage for the EMP Project
 - CHC’s vision for this next five-year EMP
 - Share some of the priorities the college is working on right now
 - Current campus climate; COVID recovery update
- 3:30-3:45 Integrated Planning at SBCCD as a multi-college district
 - Status of SBCCD District Strategic Plan; Terminology
 - Role clarification: EMPC and CBT
 - Role clarification: District & CBT Liaisons; College Lead; CBT Lead
- 3:45-4:00 Educational Master Planning (EMP) Project Overview & CBT Approach
 - Transparency; engagement; communication
 - Project Phases, Timeline, and Work Plan (see below chart)
 - Project deliverables: SBVC & CHC EMPs; Alignment of District SP, EMPs, & DSO plan
- 4:00-4:20 Project Logistics; Focus for Rest of Spring 2022; Site Visits confirmed: 4/5-6 & 5/11-12
 - Confirm Data Needs and Baselines
 - Confirm survey timelines (college and Program Advisory Committees’ surveys)
 - Confirm stakeholders and format for Listening Sessions (internal; external; students)
- 4:20-4:30 Q and A; Closing Remarks; Adjourn

Project Phases and Timelines			March Priorities
Pre-Planning	Kickoff Meetings (Data; District; Colleges)	Dec ‘21 – Mar ‘22	-> Complete vision, mission and values statements revisions
Phase I	Discovery Phase	Dec ‘21 – May ‘22	-> Complete lists of internal & external stakeholder groups for listening sessions
Phase II	Portfolio Development & Planning Assumptions	May – Sept ‘22	-> Develop April 5-6 site visit schedule
Phase III	Goal-Setting & Recommendations	Oct – Nov ‘22	-> Complete Program Advisory Committee Members Spreadsheet
Plan Completion	Board Approval	Dec 2022	