

Crafton Hills College
Planning and Program Review Timeline for Program Review, 2012-2013
PPR Committee Approved, August 31st, 2012

The **nineteen** units scheduled to complete a Program Review in 2012 – 2013 and **assigned committee contacts** are listed below. All remaining units will participate in the Annual Planning Process.

Administrative Services

Technology Services

Copy Center – **Mike Strong**

Instruction

Arts & Sciences: Biology and Physical Sciences

Biology – **Brad Franklin**

Earth Science – **Sherri Wilson and Gary Williams**

Physics/Astronomy – **Rebecca Warren Marlatt**

Arts & Sciences: BEIT

Economics – **Margaret Yau**

Arts & Sciences: Communication & Language

American Sign Language – **Gary Williams**

Arts & Sciences: Fine Arts

Music – **Jessica McCambly**

Theater Arts – **Jessica McCambly**

Arts & Sciences: Social Science

History – **Michelle Riggs**

Political Science – **Michelle Riggs**

Sociology/Anthropology – **Keith Wurtz**

Career & Human Development: Human Development

Psychology – **Gary Williams**

MERIS

Library – **Stacey Fullwiler and Keith Wurtz**

Mathematics – **Sherri Wilson**

Student Services

Counseling & Matriculation

DSPS – **Rebecca Warren Marlatt**

EOPS / CARE – **Rebecca Warren Marlatt**

Matriculation – **Rebecca Warren Marlatt**

Student Development

Admissions and Records – **Brad Franklin**

Financial Aid – **Mike Strong**

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Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
Aug 27	Introduction. Committee meets to go over the Process, Timeline, Web Tool, Blackboard, Assigning of Committee Contacts, Assign mentors to new PPRC members etc.	Assignment of PPR Contacts to participants. Send link to PPR data to chairs by August 29 th . Send timeline to Deans and Chairs by August 29 th .	Send link to PPR data to chairs by August 24 th .
Sept. 3	Labor Day, No Meeting		
Sept. 5	No Meeting	Workshop (12-1), Planning and Program Review, Wurtz and Riggs	Workshop (12-1), Annual Plans, Wurtz and Riggs
Sept 10	Open meeting with all units	Memos and instructions to PPR units by Sept. 11.	Memos and instructions to Annual Planning participants by Sept. 17
Sept 17	Open meeting with all units		
Sept 24	Open meeting with all units		
Sept. 26	No Meeting	Workshop (12-1), Planning and Program Review, Wurtz and Riggs	Workshop (12-1), Annual Plans, Wurtz and Riggs
Oct 1	Open meeting with all units		
Oct 8	Open meeting with all units		
Oct 15	Open meeting with all units	Invitations and dates to meet with the committee sent to PPR units	
Oct 22	Open meeting with all units	Due date reminder sent to PPR units. Committee contact meetings this week with Planning Units.	
Oct. 24	Flex Day, No Meeting	Workshop (12-1), Planning and Program Review, Wurtz and Riggs	Workshop (12-1), Annual Plans, Wurtz and Riggs
Oct 29	Open meeting with all units	Deadline, units submit finalized program review plans using the PPR Web Tool.	

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Nov 5	Meeting with DSPS and EOPS		
Nov 12	Veterans Day, No Meeting		
Nov 19	Meeting with Biology and Sociology/Anthropology		
Nov 26	Meeting with Physics/Astronomy and Economics		
Dec 3	Meeting with Matriculation and Admissions & Records		Deadline, annual plans due to Deans/Managers
Dec. 10	Finals Week, Financial Aid and Copy Center		Deadline, Deans return summary forms to units, convene meetings with units to discuss Annual Plans
Dec 17	No Meeting		
Dec 24	No Meeting		
Dec 31	No Meeting		
Jan 7	No Meeting		
Jan 14	No Meeting, Spring 2013 Instruction Begins		
Jan 21	No Meeting, Martin Luther King Jr. Holiday,		
Jan 28	Meeting with ASL and History		
Jan. 30	No Meeting		Workshop (12-1), Annual Plans, Wurtz and Riggs
Feb 4	Meeting with Music and Theater Arts		
Feb 11	Meeting with Political Science, Psychology, & Earth Science		Deadline, units submit finalized annual plans using the PPR Web Tool.
Feb 18	Washington's Birthday, No Meeting		
Feb 25	Meeting with Library and Mathematics		

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March 4	Meeting, Finalize feedback to all programs	Deadline for Departments to prioritize objectives	
March 11	Meeting, Finalize feedback to 2011-2012 Distressed Programs	Deadline for Divisions to prioritize objectives	
March 15	No Meeting	Deadline for Areas to prioritize objectives	
March 18	Spring Recess, No Meeting.		
March 25	Long meeting: PPR Committee Prioritizes Objectives from Area Plans		
April 1	Discussion, Evaluation of the PPR process, 3-year cycle, questions, handbook etc.; committee surveys		
April 8	Discussion, Evaluation of the PPR process, 3-year cycle, questions, handbook etc.; committee surveys		
April 15	Discussion, Evaluation of the PPR process, 3-year cycle, questions, handbook etc.; committee surveys	PPR survey Distributed to participants by April 16	
April 22	Cabinet meets to discuss PPR recommendations		
April 29	Deadline, President's Memo to PPR and to the Campus Community		
May 6	PPR Committee Meets to discuss survey results, recommendations, revisions to PPR web tool		
May 13	PPR Committee Meets to discuss survey results, recommendations, revisions to PPR web tool		