

Crafton Hills College

Planning and Program Review Committee

Agenda

Date: January 25, 2016
Time: 3:00 PM – 4:45 PM
Location: CCR 233

| | | | | | |
|---|---|--|---|---|---|
| Committee Members | P | | P | | P |
| Co-Chair: Rebecca Warren-Marlatt Co-Chair: Patricia Menchaca Ben Gamboa | | Keith Wurtz Denise Allen-Hoyt Tom Bryant Meridyth McLaren | | Bryan Reece (Student Rep, Vacant) Gio Sosa Dianne Purves | |

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...

| | | |
|--|--|--|
| Introduction, Patricia Menchaca and Committee | | |
| Review the minutes of 12/7/2015 | | |
| Discussion, Faculty Assignment (formerly held by Daniel Bahner) | | |
| Meeting, Emergency Training Center, June Yamamoto | | |
| Meeting, Marketing and Public Information, Donna Hoffman | | |
| Feedback Review, Physics and Astronomy | | |
| Feedback Review, Student Success and Support | | |
| Academic Senate Decision regarding PPR documents, sharing with HMC | | |

2.0 Inclusiveness
 The College and its structures and processes are characterized by inclusiveness, openness to input, and respect...

Adjournment

| Mission Statement | Vision Statement | Institutional Values |
|---|---|--|
| The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning. | 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. | Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual. |

Revised Meeting Schedule

| Meeting | Department/Unit | Time | Name | Supervisor |
|------------------------|--------------------------------|-----------------|--------------------------|----------------------------|
| November 23 | Child Development Center | 3:15 | Deborah Wasbotten | June Yamamoto |
| November 30 | Philosophy & Religious Studies | 3:05 | Jeff Cervantez | Rick Hogrefe |
| December 7 | Physics/Astronomy | 3:15 | Matt Adams | Rick Hogrefe |
| December 7 | Student Success and Support | 3:45 | Kirsten Colvey | Rebecca Warren-Marlatt |
| December 14 | Marketing | 3:15 | Donna Hoffman | Cheryl Marshall |
| December 14 | Facilities | 3:45 | Larry Cook | Mike Strong |
| January 25 | Emergency Training Center | 3:15 | June Yamamoto | June Yamamoto |
| January 25 | Marketing | 3:45 | Donna Hoffman | Cheryl Marshall |
| February 1 | English/Reading | 3:15 | Dean Papas/Lynn Lowe | Mark Snowwhite |
| February 1 | Facilities | 3:45 | Larry Cook | Mike Strong |
| February 8 | Biology | 3:15 | Ruth Greyraven | Rick Hogrefe |
| February 8 | Fire Technology | 3:45 | Dan Sullivan | June Yamamoto |

Moved to Next Year

| Program | Name(s) | Supervisor |
|-------------------------|-------------------|-------------------|
| Administrative Services | Mike Strong | N/A |
| Cafeteria | Mike Strong | N/A |
| Financial Aid | John Muskavitch | Joe Cabrales |
| Microbiology | Lisa Shimeld | Rick Hogrefe |
| Economics | Farhad Mansourian | Rick Hogrefe |

Crafton Hills College
Program Review (PR)/Annual Planning (AP) (no adjustment to subsequent years)
Four-Year Planning Schedule – Start Year 2013-2014

| Note: Cells outlined in purple font identify programs that did not complete a plan last year. | 2015 2016 | 2016 2017 | 2017 2018 | 2018 2019 | 2019 2020 | 2020 2021 | 2021 2022 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Office of the President | 1 | 0 | 0 | 2 | 1 | 0 | 0 |
| Marketing & Public Relations | PR | AP | AP | AP | PR | AP | AP |
| Institutional Effectiveness, Research & Planning and Grants | AP | AP | AP | PR | AP | AP | AP |
| Resource Development | AP | AP | AP | PR | AP | AP | AP |
| Administrative Services | 3 | 1 | 1 | 1 | 3 | 1 | 1 |
| Administrative Services Units (CBO, Communications, Facilities) | AP | PR | AP | AP | PR | AP | AP |
| Aquatics Program | AP | PR | AP | AP | AP | PR | AP |
| Bookstore | AP | AP | AP | PR | AP | AP | AP |
| Cafeteria | PR | AP | AP | AP | PR | AP | AP |
| Facilities Units (Custodial, Maintenance, & Grounds) | PR | AP | AP | AP | PR | AP | AP |
| Technology Services | AP | AP | PR | AP | AP | AP | PR |
| Instruction | | | | | | | |
| Social, Information, and Natural Sciences | 5 | 7 | 4 | 5 | 5 | 7 | 4 |
| Biological Science and Physical Science | | | | | | | |
| Anatomy/Physiology | AP | AP | AP | PR | AP | AP | AP |
| Biology | PR | AP | AP | AP | PR | AP | AP |
| Chemistry | AP | AP | AP | PR | AP | AP | AP |
| Earth Science (Geography, Geology, Oceanography) | AP | PR | AP | AP | AP | PR | AP |
| Microbiology | AP | PR | AP | AP | PR | AP | AP |
| Physics/Astronomy | PR | AP | AP | AP | PR | AP | AP |
| Business, Economics and Information Technology | | | | | | | |
| Business/Accounting/Marketing | AP | AP | PR | AP | AP | AP | PR |
| CIS/CS/Digital Media | AP | AP | AP | PR | AP | AP | AP |
| Economics | AP | PR | AP | AP | PR | AP | AP |
| Communication and Language | | | | | | | |
| American Sign Language | AP | PR | AP | AP | AP | PR | AP |
| Foreign Language | AP | AP | PR | AP | AP | AP | PR |
| Speech Communication/Journalism | AP | AP | PR | AP | AP | AP | PR |
| Kinesiology/Health Education/Athletics | AP | AP | PR | AP | AP | AP | PR |
| College Honors Institute | AP | AP | AP | PR | AP | AP | AP |
| Social Sciences | | | | | | | |
| History | AP | PR | AP | AP | AP | PR | AP |
| Philosophy/Religious Studies | PR | AP | AP | AP | PR | AP | AP |
| Political Science | AP | PR | AP | AP | AP | PR | AP |
| Sociology/Anthropology | AP | PR | AP | AP | AP | PR | AP |

| Note: Cells outlined in purple font identify programs that did not complete a plan last year. | 2015 2016 | 2016 2017 | 2017 2018 | 2018 2019 | 2019 2020 | 2020 2021 | 2021 2022 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Career and Human Development | 3 | 2 | 3 | 3 | 3 | 2 | 3 |
| Allied Health Services | | | | | | | |
| Allied Health / Respiratory Care | AP | AP | PR | AP | AP | AP | PR |
| Radiologic Technology | AP | AP | PR | AP | AP | AP | PR |
| Child Development Center | PR | AP | AP | AP | PR | AP | AP |
| Emergency Training Center | PR | AP | AP | AP | PR | AP | AP |
| Human Development | | | | | | | |
| Child Development/ Education | AP | PR | AP | AP | AP | PR | AP |
| Psychology | AP | PR | AP | AP | AP | PR | AP |
| Public Safety and Services | | | | | | | |
| Emergency Medical Services | AP | AP | PR | AP | AP | AP | PR |
| Fire Academy | AP | AP | AP | PR | AP | AP | AP |
| Fire Technology | PR | AP | AP | AP | PR | AP | AP |
| Paramedics | AP | AP | AP | PR | AP | AP | AP |
| Public Safety and Services | AP | AP | AP | PR | AP | AP | AP |
| Letters, Arts, and Mathematics | 2 | 2 | 1 | 1 | 2 | 2 | 1 |
| Fine Arts | | | | | | | |
| Art/Art History | AP | AP | AP | PR | AP | AP | AP |
| Music | AP | PR | AP | AP | AP | PR | AP |
| Theatre Arts | AP | PR | AP | AP | AP | PR | AP |
| Letters | | | | | | | |
| Reading and Study Skills | PR | AP | AP | AP | PR | AP | AP |
| English | PR | AP | AP | AP | PR | AP | AP |
| Department of Instructional Support | | | | | | | |
| Library | AP | PR | AP | AP | AP | PR | AP |
| Tutoring Center | AP | AP | AP | PR | AP | AP | AP |
| Mathematics | AP | PR | AP | AP | AP | PR | AP |
| Student Services | | | | | | | |
| Counseling, Student Success and Support | 1 | 3 | 1 | 0 | 1 | 3 | 1 |
| Counseling/Career Services | AP | AP | PR | AP | AP | AP | PR |
| DSPS | AP | PR | AP | AP | AP | PR | AP |
| EOPS / CARE/CalWORKS/Foster Youth | AP | PR | AP | AP | AP | PR | AP |
| Student Success and Support | PR | AP | AP | AP | PR | AP | AP |
| Personal and Career Development | AP | PR | AP | AP | AP | PR | AP |
| Transfer Center | AP | AP | PR | AP | AP | AP | PR |
| Student Development | 1 | 1 | 3 | 0 | 1 | 1 | 3 |
| Admissions and Records | AP | PR | AP | AP | AP | PR | AP |
| Financial Aid | AP | PR | AP | AP | PR | AP | AP |
| Health and Wellness Center | AP | AP | PR | AP | AP | AP | PR |
| Student Life | AP | AP | PR | AP | AP | AP | PR |
| Veterans Services | AP | AP | PR | AP | AP | AP | PR |
| Total Number of Program Reviews for Year | 11 | 20 | 13 | 12 | 16 | 16 | 13 |