

Crafton Hills College

Planning and Program Review Committee

Agenda

Date: December 7, 2015

Time: 3:00 PM – 4:45 PM

Location: CCR 233

Committee Members	P		P		P
Co-Chair: Rebecca Warren-Marlatt Co-Chair: Jessica McCambly Daniel Bahner Ben Gamboa		Keith Wurtz Denise Allen-Hoyt Tom Bryant Meridyth McLaren		Brian 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
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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"> Review the minutes of 11/30/2015 		
<ul style="list-style-type: none"> Meeting, Physics and Astronomy (Matt Adams, Rick Hogrefe), 3:15 		
<ul style="list-style-type: none"> Meeting, Student Success and Support (Kirsten Colvey, RWM) 3:45 		
<ul style="list-style-type: none"> Discussion, timeline for this year's programs moved to next year's calendar 		

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"> Future discussion: Should PPR documents be shared with HMC, the consultants who are working on the Facilities Master Plan? (Academic Senate Discussion November 18, 2015).
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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	3:15	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