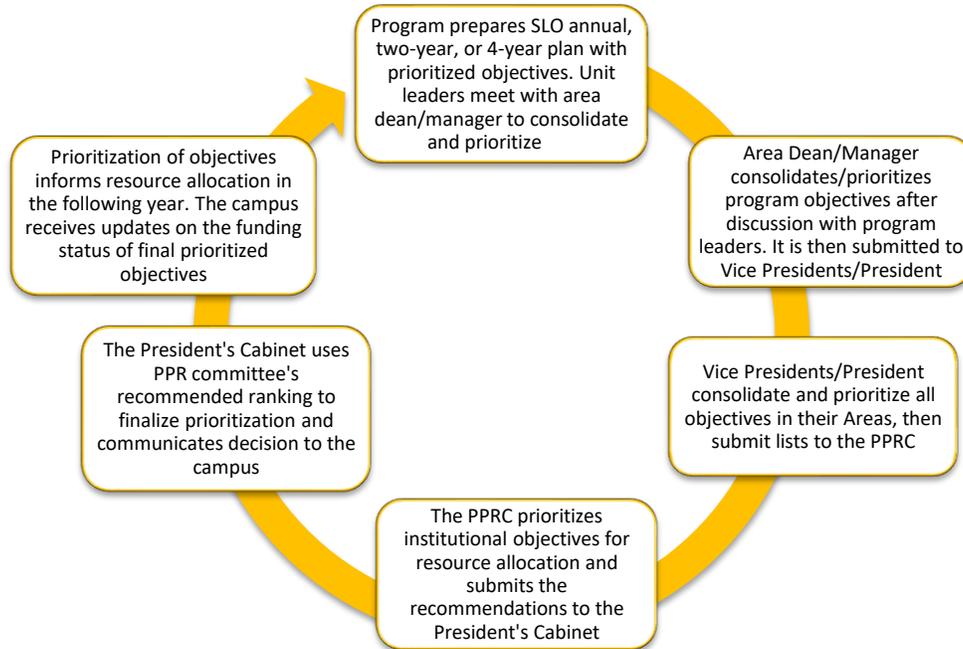




Integrated Planning and Program Review Process for Prioritizing Objectives

Prepared by Keith Wurtz

Figure 1: Planning and Program Review Process for Prioritizing Objectives.



The fundamental purpose of ongoing integrated planning and program review is for continuous improvement of all Crafton Hills College (CHC) programs and services. CHC has developed a planning and program review prioritization of objectives process that is collaborative, meaningful, inclusive, transparent, and results in the continuous improvement of programs and services. Each fall begins a new Planning and Program Review Cycle and every program/unit on campus prepares an SLO Annual Plan, Two-Year Plan, or Four-Year Program Review document, which includes the prioritization of identified goals and objectives. In addition, each objective includes actions, resources, rationale, costs, the timeline and person responsible, the Crafton strategic direction, the type of institutional impact, and any alignment with the Institutional Learning Outcomes for the college. As seen in Figure 1, the process is cyclical and objectives that both include and do not include resources are prioritized at four levels prior to reaching the President.

The Planning and Program Review Committee (PPRC) receives prioritized objectives from the President’s, Vice President of Instruction, Vice President of Student Services, and Vice President of Administrative Services Areas. All objectives are prioritized through thorough group discussion and consensus of the PPR committee. The following criteria is used to guide the recommendations of institutional priorities for resource allocation; mandated activities related to facilities and safety, accreditation requirements, impact on students, innovation, impact on quality and comprehensiveness of program, the vision, mission, and values of the college, the Comprehensive Master Plan, service levels, effective infrastructure, document quality, and overall program health/effectiveness.

Once the PPRC has completed the prioritization of objectives, the Committee submits the recommendations to the President. The President, with the advice of the Cabinet, creates the final institutional list of goals, objectives, resources, and rationale based on the PPR committee recommendations and reports the order of priority to the campus community with a justification for any changes.