

**Crafton Hills College Planning and Program Review Committee**  
**2018-2019 Timeline and Meeting Schedule**  
**December 12, 2018**

The **twelve** units scheduled to complete a Program Review in 2018 – 2019 are listed below. Units may contact any committee member for help with completing their program review. Please refer to the Planning and Program Review Handbook as a guide to answering the questions and working in the web tool. **All Four-Year Program Reviews are due a week prior to the programs scheduled meeting time with the Planning and Program Review Committee.**

Office of the President	Administrative Services/Department	Instruction/Division and Department	Student Services/Division & Department
Institutional Effectiveness, Research, and Planning  Resource Development	None	<b>Career Ed. &amp; Human Dev.</b>	<b>Counseling and Student Success</b>
		Paramedics Public Safety and services	Career Center
		<b>Letters, Arts, Mathematics</b>	
		Art Tutoring Center	<b>Student Development</b>
		<b>Social, Info., &amp; Nat. Sciences</b>	None
		Chemistry CIS Foreign Language College Honors Institute	

The fifteen units scheduled to complete an annual plan in 2018 – 2019 are listed below. All Annual Plans are due Tuesday, February 19, 2019.

Office of the President	Administrative Services/Department	Instruction/Division and Department	Student Services/Division & Department
None	Aquatics Program	<b>Career Ed. &amp; Human Dev.</b>	<b>Counseling and Student Success</b>
		CDE	Psychology
		<b>Letters, Arts, Mathematics</b>	
		Music Theater Arts	Library Mathematics
		<b>Social, Info., &amp; Nat. Sciences</b>	
		Biological Sciences	Political Science
		Earth Science	Sociology
ASL	Anthropology		
			Admissions and Records

If your program is not listed above, you need to complete SLO reporting, copy, and finalize your plan by February 19, 2019.

**Crafton Hills College Planning and Program Review Committee  
2018-2019 Timeline and Meeting Schedule  
December 12, 2018**

<b>Date(s)</b>	<b>Tentative Agenda for Committee Meeting</b>	<b>Program Review</b>	<b>Annual Planning</b>
Sept. 10, M	Introduction. Committee meets to go over the Process, Timeline, Web Tool, Blackboard, Assigning mentors to new PPRC members etc.		
<b>Sept. 14, F</b>	<b>No Meeting</b>	<b>Send link to PPR data to chairs, timeline to Deans, and Chairs, and memos and instructions to PPR units by September 15.</b>	
<b>Sept. 17, M</b>	<b>Meeting</b>		
<b>Sept. 24, M</b>	<b>No Meeting – PPR Workshop</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	
<b>Sept. 26, W</b>	<b>No Meeting – PPR and AP Workshops</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	<b>Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110</b>
<b>Oct. 1, M</b>	<b>No Meeting – PPR Workshop</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	
<b>Oct. 8, M</b>	<b>No Meeting</b>	<b>Invitations and dates to meet with the committee sent to PPR units</b>	
<b>Oct. 15, M</b>	<b>No Meeting – PPR and AP Workshops</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	<b>Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110</b>
<b>Oct. 22, M</b>	<b>No Meeting – PPR and AP Workshops</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	<b>Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110</b>
<b>Oct. 29, M</b>	<b>No Meeting – PPR and AP Workshops No Meeting</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	<b>Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110</b>
Nov. 5, M	Meeting with <b>Institutional Effectiveness, Research, and Planning</b>		
Nov. 12, M	<b>Holiday, No Meeting</b>		
Nov. 19, M	<b>No Meeting</b>		
Nov. 26, M	<b>No Meeting</b>		

**Crafton Hills College Planning and Program Review Committee  
2018-2019 Timeline and Meeting Schedule  
December 12, 2018**

Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
<b>Dec. 3, M</b>	Meeting with Resource Development		<b>Deadline, annual plans due to Deans/Managers</b>
<b>Dec. 10, M</b>	<b>No Meeting, Finals Week</b>		
Jan. 21, M	Meeting with Public Safety and Career Center		
<b>Jan. 23, W</b>	<b>No Meeting</b>	<b>Q and A workshop: PPR: 3-4:30pm LRC 110</b>	<b>Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110</b>
Jan. 28, M	Meeting with Paramedics and Art		
Feb. 4, M	Meeting with College Honors Institute		
Feb. 11, M	Meeting with Foreign Language		
<b>Feb. 18, M</b>	<b>Washington's Birthday, No Meeting</b>		
<b>Feb. 19, T</b>	<b>No Meeting</b>		<b>Deadline, units submit finalized annual plans using the PPR Web Tool.</b>
<b>February 25, M</b>	Meeting with CIS and Chemistry		
<b>March 1, F</b>	<b>No Meeting</b>	<b>Deadline for Departments to prioritize objectives</b>	
March 4, M	Meeting, Finalize outstanding feedback		
<b>March 8, F</b>	<b>No Meeting</b>	<b>Deadline for Divisions to prioritize objectives</b>	
<b>March 11, M</b>	<b>No Meeting, Spring Recess</b>		
March 18, M	Meeting, Finalize outstanding feedback		
<b>March 22, F</b>	<b>No Meeting</b>	<b>Deadline for Areas to prioritize objectives</b>	
<b>March 25, M</b>	<b>Long meeting: PPR Committee Prioritizes Objectives from Area Plans</b>		

**Crafton Hills College Planning and Program Review Committee  
2018-2019 Timeline and Meeting Schedule  
December 12, 2018**

Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
April 1, M	Discussion, Evaluation of the PPR process, 4-year cycle, questions, handbook, committee surveys		
April 8, M	Discussion, Evaluation of the PPR process, 4-year cycle, questions, handbook, committee surveys	PPR survey distributed to participants by April 13	
<b>April 15, M</b>	<b>No Meeting, Cabinet meets to discuss PPR recommendations</b>		
<b>April 22, M</b>	<b>Deadline, President's Memo to PPR and to the Campus Community</b>		
April 29, M	PPR Committee Meets to discuss survey results, recommendations, revisions to PPR web tool, Review Timeline for Next Year		
May 6, M	PPR Committee Meets to discuss survey results, recommendations, revisions to PPR web tool, Finalize Timeline for Next Year		