

**Crafton Hills College Planning and Program Review Committee
2020-2021 Timeline and Meeting Schedule
May 11, 2020**

The **eighteen** units scheduled to complete a Program Review in 2020 – 2021 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
	Aquatics Program	Career Ed. & Human Dev.	Counseling and Student Success
		Child Development and Education Psychology	DSPS EOPS / CARE /CalWORKs / Foster Youth
		Letters, Arts, Mathematics	
		Music Theatre Arts Library Mathematics	Student Development Admissions and Records
		Social, Info., & Nat. Sciences	
		Biological Sciences Earth Science (Environmental Science, Geography, Geology, Oceanography) American Sign Language History Political Science Sociology Anthropology	

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The **eight** units scheduled to complete a two-year plan in 2019-2020 are listed below. Programs completing a two-year plan need to review and update their goals, objectives, and SLOs and submit the two year plans by the annual plan due date. **All Annual Plans are due Tuesday, February 16, 2021.**

Office of the President	Administrative Services/Department	Instruction/Division and Department	Student Services/Division & Department
Institutional Advancement		Career Ed. & Human Dev.	Counseling and Student Success
			Career Center
Letters, Arts, Mathematics			
Art			Student Development
Social, Info., & Nat. Sciences			
Chemistry		CIS	
Institutional Effectiveness, Research & Planning		Foreign Language	Honors Institute

If your program is not listed above, you need to complete SLO reporting, copy, and finalize your plan by February 16, 2021.

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Date(s)	Tentative Agenda for Committee Meeting	Program Review Q&A Sessions	Program Review Q&A Sessions
Aug 12	In-Service Contact with Programs		
Sept. 7, M	Introduction. Committee meets to go over the Process, Timeline, Web Tool, Assigning mentors to new PPRC members etc.		
Sept. 11, F	No Meeting	Send link to PPR data to chairs, timeline to Deans, and Chairs, and memos and instructions to PPR units by September 14.	
Sept. 14, M	Meeting		
Sept. 14, M	PPR Coaches Contact Units		
Sept. 23, W	No Meeting – PPR and AP Workshops	Q and A workshop: PPR/Annual Plans: 12:00 to 1:30pm: Zoom (Link to be sent out campus-wide via email by 9/16) Q and A workshop: PPR/Annual Plans: 3:00 to 4:30pm: Zoom (Link to be sent out campus-wide via email by 9/16)	
Sept. 28, M		Invitations and dates to meet with the committee sent to PPR units	
Oct. 12, M	Meeting with Aquatics and Child Development & Education		
Oct. 19, M	No Meeting – PPR and AP Workshops	Q and A workshop: PPR/Annual Plans: 12:00 to 1:30pm: Zoom (Link to be sent out campus-wide via email by 10/12) Q and A workshop: PPR/Annual Plans: 3:00 to 4:30pm: Zoom (Link to be sent out campus-wide via email by 10/12)	
Oct. 26, M	Meeting with Psychology and Music		
Nov. 16, M	Meeting with Theatre Arts and Library		
Nov. 23, M	No Meeting		
Nov. 30, M	Meeting with Sociology and Math		

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Dec. 7, M	Meeting with Biological Sciences and Earth Science (Environmental Science, Geography, Geology, Oceanography)		Deadline, annual plans due to Deans/Managers
Jan. 20, W	No Meeting – PPR and AP Workshops	Q and A workshop: <i>PPR/Annual Plans: 12:00 to 1:30pm: Zoom (Link to be sent out campus-wide via email by 1/13)</i> Q and A workshop: <i>PPR/Annual Plans: 3:00 to 4:30pm: Zoom (Link to be sent out campus-wide via email by 1/13)</i>	
Jan. 25, M	Meeting with American Sign Language and History		
Feb. 1, M	Meeting with Political Science		
Feb. 8, M	Meeting with Anthropology and DSPS		
Feb. 15, M	Washington's Birthday, No Meeting		
Feb. 16, T	No Meeting		Deadline, units submit finalized annual plans using the PPR Web Tool.
February 22, M	Meeting with EOPS and Admissions & Records		
March 1, M	Finalize outstanding feedback		
March 5, F	No Meeting		Deadline for Departments to prioritize objectives
March 8, M	PPRC Meeting, Finalize outstanding feedback		
March 15, M	No Meeting, Spring Recess		
March 22, M	Meeting, Finalize outstanding feedback		
March 27, F	No Meeting		Deadline for Divisions to prioritize objectives
March 29, M	Long meeting: PPR Committee Prioritizes Objectives from Area Plans		

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April 5, M	Discussion, Evaluation of the PPR process, 4-year cycle, questions, handbook, committee surveys		
April 12, M	Discussion, Evaluation of the PPR process, 4-year cycle, questions, handbook, committee surveys	Deadline for Areas to prioritize objectives PPR survey distributed to participants by April 12	
April 19, M	No Meeting, Cabinet meets to discuss PPR recommendations		
April 26, M	Deadline, President's Memo to PPR and to the Campus Community		
May 3, M	PPR Committee Meets to discuss recommendations, revisions to PPR web tool, Finalize Timeline for Next Year		