

Crafton Hills College Planning and Program Review Committee 2019-2020 Timeline and Meeting Schedule

April 15, 2019

The **fourteen** units scheduled to complete a Program Review in 2019 – 2020 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
Marketing and Public Relations	Administrative Services Area Facilities	Career Ed. & Human Dev.	Counseling and Student Success
		Child Development Center Emergency Training Center Fire Academy / Fire Technology Paramedics	Student Success and Support
		Letters, Arts, Mathematics	
		Tutoring Center English	Student Development
		Social, Info., & Nat. Sciences	Financial Aid
		Physics/Astronomy Economics Philosophy / Religious Studies	

The **fifteen** 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 18, 2019.**

Office of the President	Administrative Services/Department	Instruction/Division and Department	Student Services/Division & Department
None	Technology Services	Career Ed. & Human Dev.	Counseling and Student Success
		Respiratory Emergency Medical Services	Radiologic Technology Counseling Transfer Center
		Letters, Arts, Mathematics	
		Social, Info., & Nat. Sciences	Student Development
		Business/Accounting/Marketing Spanish	Health and Wellness Student Life Veterans Center
		Communication Studies Kinesiology	

If your program is not listed above, you need to complete SLO reporting, copy, and finalize your plan by February 18, 2019.

**Crafton Hills College Planning and Program Review Committee
2019-2020 Timeline and Meeting Schedule
April 15, 2019**

Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
Sept. 9, M	Introduction. Committee meets to go over the Process, Timeline, Web Tool, Blackboard, Assigning mentors to new PPRC members etc.		
Sept. 13, F	No Meeting	Send link to PPR data to chairs, timeline to Deans, and Chairs, and memos and instructions to PPR units by September 16.	
Sept. 16, M	Meeting		
Sept. 23, M	No Meeting – PPR Workshop	Q and A workshop: PPR: 3-4:30pm LRC 110	
Sept. 25, W	No Meeting – PPR and AP Workshops	Q and A workshop: PPR: 3-4:30pm LRC 110	Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110
Sept. 30, M	No Meeting – PPR Workshop	Q and A workshop: PPR: 3-4:30pm LRC 110	
Oct. 7, M	No Meeting	Invitations and dates to meet with the committee sent to PPR units	
Oct. 14, M	No Meeting – PPR and AP Workshops	Q and A workshop: PPR: 3-4:30pm LRC 110	Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110
Oct. 21, M	No Meeting – PPR and AP Workshops	Q and A workshop: PPR: 3-4:30pm LRC 110	Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110
Oct. 28, M	No Meeting – PPR and AP Workshops No Meeting	Q and A workshop: PPR: 3-4:30pm LRC 110	Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110
Nov. 4, M	Meeting with Administrative Services and Facilities		
Nov. 11, M	Holiday, No Meeting		
Nov. 18, M	Meeting with Marketing and Public Relations		
Nov. 25, M	Meeting with Student Success and Support and Financial Aid		

**Crafton Hills College Planning and Program Review Committee
2019-2020 Timeline and Meeting Schedule
April 15, 2019**

Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
Dec. 2, M	Meeting with Tutoring Center		Deadline, annual plans due to Deans/Managers
Jan. 22, W	No Meeting	Q and A workshop: PPR: 3-4:30pm LRC 110	Q and A workshop: Annual Plans: 12:00 to 1:00pm: LRC 110
Jan. 27, M	PPRC Meeting		
Feb. 3, M	Meeting with Physics/Astronomy and Economics		
Feb. 10, M	Meeting with Philosophy/Religious Studies and Fire Academy		
Feb. 17, M	Washington's Birthday, No Meeting		
Feb. 18, T	No Meeting		Deadline, units submit finalized annual plans using the PPR Web Tool.
February 24, M	Meeting with Paramedics and English		
March 2, M	Finalize outstanding feedback		
March 6, F	No Meeting	Deadline for Departments to prioritize objectives	
March 9, M	PPRC Meeting, Finalize outstanding feedback		
March 16, M	No Meeting, Spring Recess		
March 23, M	Meeting, Finalize outstanding feedback		
March 27, F	No Meeting	Deadline for Divisions to prioritize objectives	
March 30, M	Long meeting: PPR Committee Prioritizes Objectives from Area Plans		

**Crafton Hills College Planning and Program Review Committee
2019-2020 Timeline and Meeting Schedule
April 15, 2019**

Date(s)	Tentative Agenda for Committee Meeting	Program Review	Annual Planning
April 6, M	Discussion, Evaluation of the PPR process, 4-year cycle, questions, handbook, committee surveys		
April 13, 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 13	
April 20, M	No Meeting, Cabinet meets to discuss PPR recommendations		
April 27, M	Deadline, President's Memo to PPR and to the Campus Community		
May 4, M	PPR Committee Meets to discuss survey results, recommendations, revisions to PPR web tool, Finalize Timeline for Next Year		