



Integrated 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 Annual Plan or Program Review document which includes a Three-Year Plan prioritizing identified goals and objectives. In addition, units include under each objective the actions/tasks, resources, rationale, cost/savings, timeline, and person responsible for each objective. As seen in Figure 1, the process is cyclical and objectives are prioritized at four levels before reaching the President for finalization of resource allocation ranking.

The Planning and Program Review (PPR) committee receives prioritized objectives from the President's Office, Vice President of Instruction, Vice President of Student Services, and Vice President of Administrative Services. 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 Educational Master Plan, service levels, effective infrastructure, document quality, and overall program health/effectiveness.

Once the prioritization of objectives is complete, the PPR 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.

Figure 1: Planning and Program Review Process for Prioritizing Objectives

