

Joint Resource Allocation Prioritization Process Proposal

Academic Affairs Resource Allocation Proposal

Problem: 1) Program Review resource requests submitted by members of academic affairs unit are prioritized using a ranking criteria that is not applicable to the academic affairs unit. 2) Very few members of the academic affairs unit have the opportunity to participate in the prioritization and ranking process.

Solution: 1) Establish an academic affairs prioritization sub-committee that will prioritize resource requests in instructional and administrative program reviews from academic affairs. 2) Create a ranking criteria that is applicable to the resource requests submitted in academic affairs program reviews.

Prioritization Sub-Committee – To be comprised of staff, faculty and administrators from within the academic affairs unit, and chaired by the Vice President, Academic Affairs. Suggested membership includes:

- 2 department chairs (including 1 CTE chair)
- 1 faculty member from Professional Development Committee
- 1 Senate representative
- 2-3 administrators
- 4 classified staff (designated by CSEA)
- Chair – VPAA

Meeting Schedule – Three meetings to be held in the Fall term

Rubric Criteria – To be developed by Prioritization Sub-Committee

Student Services Resource Allocation Proposal

Problem: Student Services resource requests submitted in the Administrative Unit Program Review are prioritized using a ranking criteria that is not applicable to Student Services.

Solution: Incorporate the Student Services resource requests from the Administrative Unit Program Review into the ranking process of the all other Student Services resource requests completed by the Student Services Planning Council.

Prioritization Committee: All Student Services resource requests submitted through the Student Services Program Review process and the Administration Unit Program Review process will be ranked by the Student Services Planning Council. The prioritization committee composition representing all 21 areas of student services includes:

- 2 faculty
- 7 staff
- 9 administrators
- 1 student
- Chair – VPSS

Meeting Schedule/Rubric Criteria - The ranking process will occur during regularly scheduled meetings using ranking criteria approved annually by the Student Services Planning Council.

Business Services Resource Allocation Proposal

Problem: 1) Program Review resource requests submitted by members of the business services unit are prioritized by staff, faculty and administrator District-wide, whereas students services and academic affairs resource requests are prioritized by members of their respective division.

Solution: 1) To create a workgroup within BFPC to prioritize business and facility resource requests that consist exclusively of business and facilities staff. BFPC has college wide representation, but business services staff and administrators have an existing knowledge of not only language but also process and procedure to execute the needs of the division in an efficient manner.

Prioritization Sub-Committee – To be comprised of staff and administrators from within business services, and chaired by the Vice President, Business Services. Suggested membership includes:

- 2-3 business services administrators
- 4 business services classified staff (designated by CSEA)
- 1 – 2 Faculty
- Chair – VPBS

Meeting Schedule – Three meetings to be held in the Fall 2017 term

Rubric Criteria – To be developed by Prioritization Sub-Committee Workgroup