



District Services Planning & Program Review Subcommittee

Meeting Minutes – August 31, 2021, 10:30 a.m.
 Via Zoom: <https://cccconfer.zoom.us/j/96157400569>

	Present	Absent		Present	Absent
Christopher Crew (DSO)	X		Michele Jeannotte (Police)	X	
Heather Ford (DSO)	X		Corina Baber (DSO)	X	
Joe Opris (DSO)	X		Marcela Navarro (DSO)	X	
Jeremy Sims (DSO)	X		Farrah Farzaneh (DSO) – Erika Menge	X	
Jason Brady (TESS)	X		Larry Strong (DSO)		X
Anthony Papa (KVCRC)	X		Virginia Diggle (DSO)	X	
Deanna Krehbiel (EDCT)	X		Noemi Elizalde (DSO)		X
Kathy Fonseca (EDCT)	X		Celia Huston SBVC	X	
Al Jackson (Police)	X		Artour Aslanian (CHC)	X	
John Feist (SBVC)	X				

Guests:

Michael Nguyen

I. Welcome & Introductions

Christopher Crew called the meeting to order at 10:31 a.m.

II. Welcome from Chancellor Rodriguez

III. Approval of Minutes of May 11, 2021

Deanna Krehbiel moved to approve the 2021-05-11 DSPPRC minutes. Artour Aslanian seconded the motion.

AYES: Unanimous

NOES: None

ABSENT: None

ABSTENTIONS: None

IV. Recap of 2020-2021 DSPPRC

M. Nguyen updated the committee with AppArmor progression. The app will consist of anything plans we want permanently in the app. They anticipate AppArmor having a three-week timeframe once AppArmor has all SBCCD information relative to the app.

V. Resource Request

- A. New Rubric - C. Crew reviewed the work completed over the summer by J. Feist, J. Brady, F. Farzaneh, H. Ford, E. Menge, and C. Crew regarding the resource request documents and

process. The committee reviewed, commented, and revised the new rubric for prioritizing program review source request.

- Category 2: Outcomes Assessment - opportunity to identify missing outcomes.
- Explanation of Mandate table – add - Is current funding designated for the mandate? Why are additional funding needed?
- The committee agreed if the resource request is weak or no response, the committee will return it back to the department for revisions (information/justification).
- Rubric – change Effective Infrastructure to Effectiveness Infrastructure/Processes (organizational infrastructure).

The committee agreed C. Crew, J. Brady, H. Ford, J. Feist, F. Farzaneh (E. Menge) will meet separately to reexamine the resource request rubric. Thursday, September 2nd at 11:00 a.m.

B. Timeline – C. Crew reviewed the campus and DSO resource request timeline.

VI. Review Planning Documents

A. 2-year Review (TESS)

B. 4-year Review (HR and Police Services)

VII. Next Meeting Committee Organizational Meeting

A. Committee Organization – Non-Brown Act

1. Review Membership and Voting Seats
2. Quorum Requirements
3. Set Agenda for the Year
4. Review Charge
5. Discuss Need for a Purpose Statement
6. Review Resource Request Application Process
7. Review Resource Request Rubric

VIII. Other Items

IX. Next Meeting

Thursday, September 14, 2021 at 10:30 a.m.

Via Zoom: <https://cccconfer.zoom.us/j/96157400569>

X. Adjournment

The meeting adjourned at 12:17 p.m.

Final meeting minutes approved by DSPPRS September 14, 2021



Heather Ford, Executive Assistant
SBCCD, Office of the Chancellor
Committee Support