

# District Support Operations Planning and Program Review Meeting

December 14, 2021

# Call to Order .....



Approval of 11.9.21 Minutes



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# Meeting Agenda

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**1 Virginia Diggle resigned from the committee**  
Per the Chancellor's Council Constitution, the Executive Vice Chancellor will make this appointment.

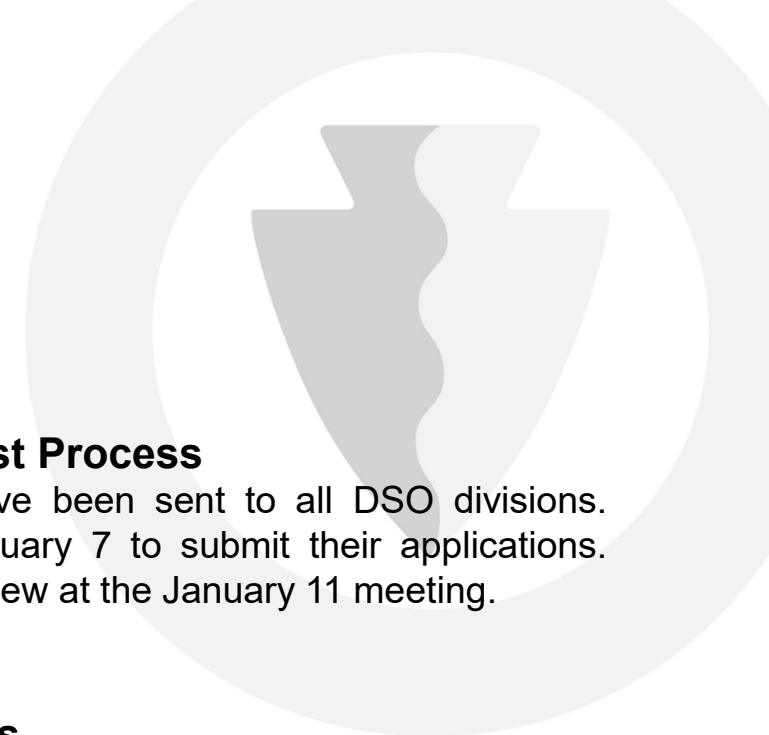
**2 Recap of 11.09.21 meeting**  
We discussed decisions made by the IEAC, the reorganization of the subcommittee membership (subcommittee asked that we take the results of the this vote to the IEAC). We also voted to meet more often.

**3 Vote to reorganize DSOPPRS**  
We will revisit the conversation to ensure everyone has the same understanding of context, purpose, and impact of this decision.

**4 Resource Request Process**  
The applications have been sent to all DSO divisions. They have until January 7 to submit their applications. We'll do an initial review at the January 11 meeting.

**5 Elect Quad-Chairs**  
The committee voted to go with the Quad-Chair model as put forth by the IEAC. It is time to vote to elect two co-chairs to accompany Christopher and the VC of Educational and Student Support Services.

**6 Preview of Next Meeting and Spring Agenda**  
We will review the resource request process and the process for reviewing program assessments




# Virginia Diggle Committee Resignation

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- Resigned on November 22, via email.
- Heather Ford will seek a replacement.
- The Executive Vice Chancellor will make this appointment.



# Where we left off at the 11.9.21 meeting

 **1** Do you support the development of two program review committees (DSO and Districtwide)? – **NOT RELEVANT GIVEN THE IEAC VOTE**

 **2** Do you support having a quad-chair model for the districtwide advisory committee? – **NOT RELEVANT GIVEN THE IEAC VOTE**

 **3** Do you support suspending any districtwide program review committee meetings until Spring 2022? – **NOT RELEVANT GIVEN THE IEAC VOTE**

 **4**

Do you support the DSO committee being restricted to no more than 13 **DSO** members with the proposed membership? – **VOTE TO BE REVIEWED BY IEAC 11.15.21**

 **5**

Do you support developing a standing DSO program review subcommittee work group? – **REPLACED BY MOTION TO MEET MORE.**

 **6**

Do you support adopting the new Resource Request Rubric, pending the changes proposed by the committee? – **WE WILL REVISIT THIS IN THE NEW YEAR**

 = IEAC voted no

# MEMBER



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# History of DSOPPRS Reorganization Vote



## 1. Chancellors Council changed the DSO shared governance committee structure

- **Purpose:** Include all SBCCCD constituencies in shared governance process, improve transparency in decision-making, and ensure information is disseminated throughout the District
- **Outcome:** District Support Operations Program Review was made a subcommittee of IEAC

## 2. Membership was expanded to include all SBCCCD constituencies

- Received communication from Chancellors Council that the expanded membership was only for the Advisory Committees

## 3. Proposal to split DSOPPRS into a Advisory Committee and a DSO Subcommittee was not supported by IEAC

- Put forth a proposal to reduce membership of DSOPPRS to remove redundancy, improve committee efficiency, and give DSO autonomy over its program review process
- Reduces membership but college involvement with DSOPPRS is maintained

# College Representation Removed from DSOPPRS



8 of the 11 DSOPPRS members and all SBCCD constituency groups are on the IEAC

	Former DSOPPRS Member	Current IEAC Member
1. Management – CHC	Giovanni Sosa	Yes
2. Management – SBVC	Joanna Oxendine	Yes
3. Faculty Member – SBVC	Celia Huston	Yes
4. Faculty Member – CHC	Brandi Bailes	Yes - Proxy
5. Classified Member – CHC	Artour Aslanian	Yes
6. Classified Member – SBVC	John Feist	Yes
7. CSEA Representative – SBVC	Yendis Battle	No – has representation
8. ASG President or designee – CHC	Madeline Boone	Yes
9. ASG President or designee – SBVC	Paul Del Rosario	Yes
10. Black Faculty and Staff Association	Keynesia Buffong	No – has representation
11. Latino Faculty, Staff, Admin. Assoc.	Tahirah Simpson	No – has representation



# Concern raised about removing college representation from the DSOPPRS



- **IEAC CHARGE:**

- Providing program review support by reviewing program assessment results in light of District Support Operations (DSO) strategic goals to recommend institutional priorities for inclusion into integrated planning and resource allocation

- **WHAT DOES THIS MEAN?:**

- Gives IEAC jurisdiction over the DSO Program Review process and is more inline with the goals of Chancellor's Council (i.e., reporting up)
- The IEAC will set the parameters for what information it wants to review from the DSOPPRS

- **OTHER TAKEAWAYS:**

- DSOPPRS can be attended by non-members and any decision made at the DSOPPRS must be approved by the IEAC and Chancellor's Council before it can be implemented
- It's arguably better to have college representation on the IEAC where broad conversations about DSO service areas and resource allocation can take place (the original proposal)

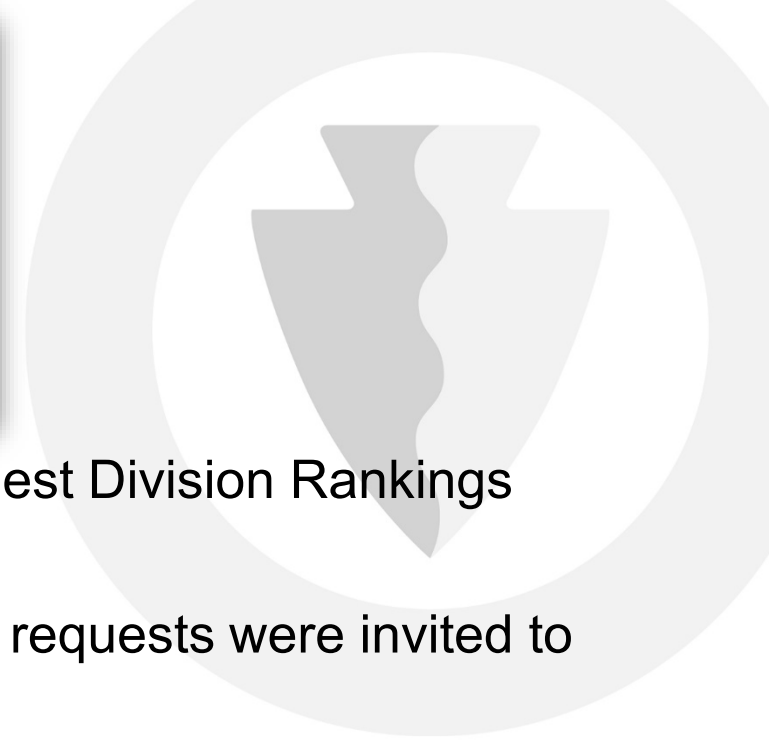
# Summary:

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- 1) The IEAC voted to reorganize the DSOPPRS to only include DSO employees in order to remove committee redundancy and improve institutional effectiveness.
- 2) All constituencies and 8 of 11 committee members representing the colleges, that were removed from the DSOPPRS, are already serving on the IEAC.
- 3) The IEAC has a charge to support the DSO program review process. As such, by extension, the colleges will remain involved in the DSO program review process but at a broader and more integrative level.

# Resource Request Timeline

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- **November 17** – Resource Request Application and Resource Request Division Rankings forms are sent to district program managers.
- **December 14** – Resource Request Q&A. Any areas still working on requests were invited to attend.
- **January 7** – Resource Request Application and Resource Request Division Rankings due to District Program Review Committee Chair.
- **January 11** – Initial discussion, invite requestors to meeting to explain their needs.

# Elect Quad-Chair

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# Agenda for Remainder of the Year

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1

## **Submitting Resource Request**

The resource request forms have been distributed. Departments have until January 7<sup>th</sup> to submit their requests. Requests will be sent to the committee in preparation for an initial review at the January 11 meeting.

2

## **Evaluating TESS 2-Year Review**

Review the TESS 4-Year submission at the February 2022 meeting.

3

## **Establishing DSO program review model**

We will review the documentation that we have on the DSO program review processes and adopt our plan in the Spring.



# Next Meeting: 1.11.22

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## Discuss Resource Requests:

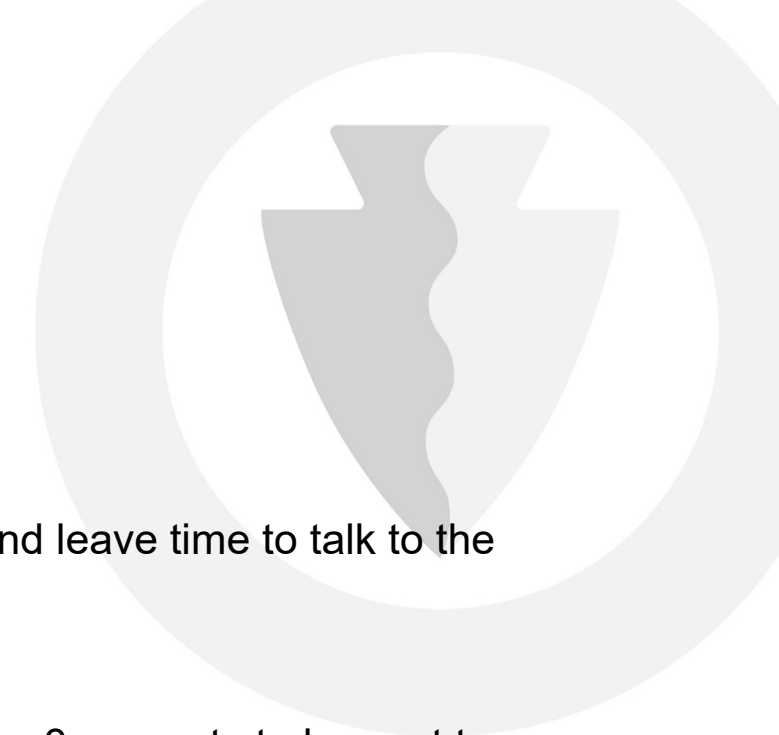
- I'll send you the forms to review after this meeting
- At the January 11 meeting, we will talk about the resource request as a group and leave time to talk to the requestors about their submission (if any elect to do so).
- Invite division heads to the next meeting to talk about their request
- Discuss clarity and justification of requests
- At the subsequent meeting, we will establish our prioritization and vote on the top 3 requests to be sent to Chancellors Cabinet.

## Note:

We strongly believe that the resource request process needs to be improved. However, given the current transition happening with Chancellor's Council and the advisory committees, we will postpone this project until Spring 2022.

## Justification Rubric:

In the interim, we will use the upcoming cycle of resource request submissions to see how the draft resource request justification rubric would apply.



# Thank you!