



# DSO Planning & Program Review Subcommittee

Meeting Minutes – October 18, 2022, 2:00 p.m.  
Via Zoom: <https://cccconfer.zoom.us/j/96157400569>

	Present	Absent		Present	Absent
Christopher Crew (DSO)	X		Michele Jeannotte (HR & PD)	X	
Jason Brady (ESSS)	X		Al Jackson (HR & PD)	X	
Heather Ford (DSO)	X		Larry Strong (FAM)	X	
Aysia Brown (HR & PD)	X		Marcela Navarro (HR & PD)		X
Roger Robles (ESSS)	X		Erika Menge (FAM) proxy Hassan Mirza	X	
Steve Sutorus (FAM)		X	Deanna Krehbiel (ESSS)		X
Ben Holland (FAM)		X	Laura Van Gendersen (ESSS)	X	

Guests: n/a

**I. CALL TO ORDER**

C. Crew called the meeting to order at 2:03 p.m.

**II. APPROVAL OF MINUTES FROM 04-12-2022**

Approved by census.

**III. RESOURCE REQUEST PROCESS**

C. Crew reviewed the resource request process. C. Crew reviewed the justification of pausing program review. The website will be updated adding the justification for accreditation purposes.

**IV. FINALIZING THE 4-YEAR AND 2-YEAR REVIEWS**

- A. DSOPPRS 4 Year Self Evaluation – C. Crew reviewed the 4-year fall 2022 self-evaluation. DSO Strategic Plan is still under development which will misalign with the current self-evaluation.
- B. Integrating the Self Evaluation – J. Brady reviewed the integrative vision of the Vice Chancellors. Each department will complete their self-evaluation, then given to the residing VC. This allows the VCs to bring each department under one integrated evaluation that will align with the DSO Strategic Plan.
- C. DSOPPRS 2 Year Update – C. Crew reviewed the update and rubric.

**V. SEMESTER GOALS**

Finalize the 4-year and 2-year documentation.

**VI. ANNUAL GOALS**

Review all departments' available documentation. (TESS and FAM)  
Finalize the new resource request rubric and process.

- Ensure that every request is adequately justified.
- Ensure that the link to the colleges' needs is a central component.

## NEXT MEETING

Assignment – Accreditation standard to research.  
Begin work on reviewing and editing the resource request rubric.  
VC Ornelas will discuss the development of resource request and guidance how Cabinet makes funding decisions.

Tuesday, November 8, 2022, at 10:30 a.m. Via Zoom: <https://cccconfer.zoom.us/j/96157400569>

## ADJOURNMENT

Meeting adjourned at 3:01 p.m.

Final meeting minutes approved by DSPPRS \_\_\_\_\_, 2022

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

NOT YET APPROVED