



DSO Planning & Program Review Subcommittee

Meeting Minutes – February 14, 2023, 10:30 a.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 Krystal Trussell	X	
Steve Sutorus (FAM)	X		Deanna Krehbiel (ESSS)	X	
Ben Holland (FAM)		X	Laura Van Genderen (ESSS)	X	

Guests:

I. CALL TO ORDER

C. Crew called the meeting to order at 10:34 a.m.

II. APPROVAL OF MINUTES FROM 12-13-2022

Approved by consensus.

III. EDCT RESOURCE REQUEST CONVERSATION

D. Krehbiel presented EDCT is requesting fencing the parking lot. EDCT has transitional work crews. These crews required SBCCD to rent vans and purchase portable pot trailers. The vans and trailers are insured by the district and need to be fenced in at night as they are easily stolen. Currently, EDCT has a temporary agreement with the public safety school behind the Del Rosa site to park the vans and trailers within their fenced parking lot at night.

EDCT is requesting fencing for the parking lot at the Del Rosa site to protect SBCCD's liability.

One time cost of \$160,000.00. There is no regular maintenance required.

The transitional work crews teach individuals with barriers how to work, how to work with peers, and employer expectations leading to permanent employment. In addition, EDCT connects these participants to the colleges. EDCT serves approximately 75 per program for a total of 150 individuals per year. Should EDCT receive another 5 crews, this will increase to nearly 370 individuals per year generating a potential 36 FTES enrollment for the district per year.

Securing equipment for the program provides longterm viability and allows SBCCD to create opportunities for program participants to enroll at its colleges and generate FTES for the District.

If the vans and/or trailers are stolen, SBCCD will be required to replace them. The vans are rented and cost \$50,000 per van. The trailers are the property of SBCCD and cost \$17,000 each. Currently, SBCCD rents 4 vans and owns 4 trailers. That number can increase to 9 vans and 9 trailers.

In addition, SBCCD could lose the program which would reduce access to the colleges.

District and College Objectives:

DR.5
DR. 10
CS. 3
CS. 4
SBS.1

D. Krehbiel will submit her justification of the District and/or Campus Master Planning relation.

J. Brady recommended providing reasoning as to why a grant will not suit this need.

A. Jackson recommended provided a visualization of the fencing and will it be a large enough physical barrier to prevent climbing. Include specific details of the fencing. A. Jackson recommended including appropriate lighting and cameras. PD would be able to monitor the cameras.

C. Crew recommended including protection of SBCCD's investment of the solar and charging stations that are currently in place.

J. Brady recommended including there is a high thief demand (target-rich environment) of stealing catalytic converters, steeling gas, and port-a-pot trailers.

J. Brady recommended conversations regarding facilities and maintenance. Also, are there any other departments that should be included and communicated with prior to submittal (ex: maintenance and facilities and/or safety and PD).

A. Jackson recommended reviewing existing parking lots and fencing mechanisms with a roller entrance. In addition, include photograph of vans and trailers.

C. Crew recommended playing up innovation and the safety component. Efficiency with PD and facilities, etc. Spell out connections wherever they exist.

IV. RESOURCE REQUEST RUBRIC

J. Brady reviewed the draft rubric and clarified this is chiefly what is missing from the submitted request to strength the request for final submittal. Considering adding to the rubric if other departments need to be involved.

The committee agreed to delete the total score at the bottom of the rubric.

All committee members verbally approved the resource request rubric.

V. DISCUSSION OF HOW TO APPLY RESOURCE REQUEST RUBRIC TO THE EDCT RESOURCE REQUEST

C. Crew reviewed EDCT's request and the newly approved rubric.

VI. REVIEW TIMELINE FOR THE REMAINDER OF THE SEMESTER

February 23 – Rankings taken to IEAC as information item
March 1 – Rankings taken to Academic Senate as an information item
March 7 – Rankings taken to Chancellors Council as an information item
March 14 – Rankings taken to Chancellors Cabinet for conversation

VII. FUTURE AGENDA ITEMS

Review of program review 4-year plans from TESS and FAM

VIII. NEXT MEETING

Next Meeting: Tuesday, March 14, 2023, at 10:30 a.m. Via Zoom: <https://cccconfer.zoom.us/j/96157400569>

ADJOURNMENT

Meeting adjourned at 11:54 a.m.

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