



DSO Planning & Program Review Subcommittee

Meeting Minutes – March 12, 2024, 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 (E & SSS)	X		Al Jackson (HR & PD)		X
Heather Ford (Office of the Chancellor) proxy Daniella Esparza (E & SSS)	X		Larry Strong (FAM)		X
Aysia Brown (HR & PD) proxy Gustavo Chavez	X		Marcela Navarro (HR & PD) proxy Gustavo Chavez	X	
Roger Robles (E & SSS)	X		Erika Menge (FAM)		X
Steve Sutorus (FAM)		X	Deanna Krehbiel (E & SSS)		X
Ben Holland (FAM)	X		Laura Van Genderen (E & SSS)	X	

Guests: Rena Salayeva and Myung Koh

I. CALL TO ORDER

C. Crew called the meeting to order at 10:35 AM.

II. APPROVAL OF MINUTES FROM 02-13-2024

Approved by consensus.

III. RESOURCE REQUEST RANKINGS

Safety & Risk Management Request for Additional Personnel:

There was consensus that this request would receive the first ranking because of the new Senate Bill (SB) No. 553 mandate, which requires implementation by July 1, 2024. There is a focus on institutionalizing this request instead of contracting this workout. This will allow for consistency, ongoing compliance, and flexibility to adapt should the mandate change over time.

Recommendations: Locate other instances in which failing to comply with a mandate has led to disciplinary action or penalty. Additionally, the request can be further supported if it notes an alignment with the district goals and EMPs.

Human Resources/Payroll Request for Additional Personnel:

Additional information is needed to strengthen this request, as it does not provide enough information or align with the district's goals. This request may be continuously submitted until enough reasoning is available to support the request.

Recommendations: Provide additional details on the consequences of not having the resource request approved and how the department is affected by this now.

Next Steps:

April – Ranked resource requests will be submitted to Chancellor's Council and Cabinet.

Committee Timeline:

April – Review 4-year self-evaluations – Research, EDCT, and HR.

May – Review 4-year self-evaluations – TESS, Evaluation of RR Process, and Committee Evaluations.

June – No Meeting.

July/August – Programs to complete 4-year self-evaluations – Joe, Shalita, Angel, and Aysia.

IV. REQUEST TO CHANGE MEETING DATE/TIME

To be discussed in the next meeting.

V. FUTURE AGENDA ITEMS

- A. 4-Year Self-Evaluation Discussion.
- B. ACCJC Accreditation Meeting.

VI. NEXT MEETING

Next Meeting: Tuesday, April 09, 2024, at 10:30 a.m. via Zoom.

ADJOURNMENT

Meeting adjourned at 11:46 AM

Daniella Esparza, Senior Executive Administrative Assistant
Educational & Student Support Services
Committee Support