

## District Services Planning and Program Review Committee Suggested Changes

**Committee Charge** – The charge of the District Services Planning and Program Review (PPR) Committee is to advance continual, sustainable quality improvement at all levels of the District Services to support student success. Toward that end, the committee conducts a thorough and comprehensive review of each unit at the District Services on an annual basis and oversees the annual District Services planning and program review process. The results of planning and program review inform the integrated planning and resource allocation process at the District Services, and are aligned with the district strategic planning process. The committee relies on quantitative and qualitative evidence to evaluate programs, develop recommendations to the Chancellor's Cabinet, and determine and implement improvements to the District Services PPR process.

**Membership** – The DSPPR Committee is chaired by the Executive Director of Institutional Effectiveness, Research, and Planning. In addition, the membership consists of one manager and staff from the following areas: TESS, KVCR, EDCT, Police, and Human Resources; and two managers and two classified staff from Business Services.

### Recommended Additional Members based on District Wide Feedback

- 1 faculty member from Crafton and SBVC (2 total – Planning and Program Review Committee member preferred)
- 1 classified staff member from Crafton and SBVC (2 total – Planning and Program Review Committee member preferred)
- 1 CSEA member
- 1 CTA member
- 1 Student Senate representative from Crafton and SBVC (2 total)

### First Agenda Items at First Meeting and until they are Addressed

- Refine program review question 7 on how each area services colleges
- Add budgeting question on how the resource request impacts colleges.
- Develop a process to include in District Services PPR where colleges can request District Services positions and resources.
- Develop a process for dynamic (i.e. emergency) requests.
- Ensure that PPR questions on resource requests include a needs assessment and impact analysis.
- Overlap between District plans and District services program review (Objectives are mapped to DSP).
- Incorporate philosophy of supporting student success as being most valuable aspect of process (e.g.: Include in charge, could also develop prioritization rubric in future)
- Include a standing agenda item to communicate information from colleges to committee and committee to colleges