

**Planning & Budgeting Council**

**Resource Request Prioritization Rubric**

FY 2019-2020

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Division: | | | Reviewer Name: | | | |
| Program Name: | | | Safety Concern? Y/N  *If Yes, please include documentation and provide to your Dean ASAP\** | | | |
| Resource Requested: | | | Amount Requested: | | | |
| Resource Type:  Supplies (over $5000)  Equipment  Facilities  Information Technology  Instructional Materials (not already included in your normal expenditures)  Subscriptions/Memberships  Other: | | | | | | |
|  | Minimal (0 - 5) | Low (6-10) | | Moderate (11-15) | Strong (16-20) | Score |
| Program Review | Request not addressed in  program review | Minimally addressed in program  review | | Moderately addressed in  program review | Substantially addressed in  program review |  |
| College Mission &  Strategic Goals | Does not align with college mission and strategic goals | Minimally aligns with college mission and strategic goals | | Moderately aligns with college mission and strategic goals | Fully aligns with college mission and strategic goals |  |
| College Plans  (e.g., Ed. Master Plan; Integrated Plan ) | Does not support any of the College plans | Minimally supports one or more of the College plans | | Moderately supports one or  more of the College plans | Fully supports two or more of the College plans |  |
| Learning Outcomes (Student Learning Outcomes, Service Area Outcomes) | Does not support achievement of student learning or service area outcomes | Minimally impacts achievement of student learning or service area outcomes | | Moderately impacts achievement of student learning or service area outcomes | Directly and significantly  impacts achievement of student learning or service area outcomes |  |
| Total Score |  |  | |  |  |  |

\*See SMCCD Board Policy 2.28 *Safety; Injury and Illness Prevention Program* and SMCCD Board Policy 8.13 *Public Safety on District Property*