

Process Improvements for Sustaining Integrated Planning, Program Review, and Resource Allocation

1. Integrate resource request tracks into one track through program review (eliminate separate “resource requests from plans” track); incorporate all programs and plans in program review
2. Synchronize timelines and due dates for program review and hiring allocation committees into one timeline
3. Include IHAC, SSHAC, and CHAC questions in resource request form (to be left blank for non-personnel requests)
4. Include validation criteria for resource requests in training/orientation for program review
5. Include more details about filling out resource request forms (one resource request per form) in training/orientation for program review
6. Include on the resource request form a question asking if this request is a duplicate of another request this year; also another question asking for the request ID if this request was submitted in a previous year
7. Include on the validation of requests form a checkbox to indicate that a request is necessary due to health and safety requirements, legal mandates, accreditation requirements, or is associated with collective bargaining
8. Create rubrics for validation of resource requests
9. Ask Senate to revise IHAC criteria to fit better with program review data and resource request forms
10. Integrate categoricals (including basic skills) into resource request process
11. Integrate grant applications into resource request process, including Foundation grants
12. Decide how to handle requests for FTEF increases, released time/extra pay