

**SAMPLE Foothill College Operations Planning Committee (OPC) – DRAFT**

**Resource Request Rubric for Prioritization**

Title of Request:

Date:

Department/Program:

Division:

Amount Requested:

<b>Meets Minimum Requirements</b>		<b>Yes</b>		<b>No</b>	
Minimum requirements include alignment with college mission and having a completed program review.					
<b>Scoring Area</b>	<b>High (3)</b>	<b>Medium (2)</b>	<b>Low (1)</b>	<b>Total</b>	
Alignment with college mission	Linked to mission	Somewhat linked to mission	Limited linkage to mission		
Alignment with institutional learning outcomes (4-Cs)	Clear defined linkage with at least one of the 4-Cs	Somewhat defined linkage with 4-Cs	Limited demonstrated linkage with 4-Cs		
Alignment with core missions (basic skills, transfer, workforce)	PRODUCTIVITY is increasing; ENROLLMENT is increasing; Support services are needed for efficiency/effectiveness	PRODUCTIVITY is stable; ENROLLMENT is stable; Support services are adequate for efficiency/effectiveness	PRODUCTIVITY is decreasing; ENROLLMENT is decreasing; Support services are adequate for efficiency/effectiveness		
Indicated as divisional priority	High importance by deans	Moderate importance by deans	Less importance by deans		
Supported by program review (PL-SLOs, CL-SLOs, SA-SLOs, AU-SLOs)	Has high degree of linkage to student learning outcomes	Has some direct or indirect linkage to student learning outcomes	Has no direct or indirect linkage to student learning outcomes		
Measureable outcomes	Has clearly identified data that can be collected and analyzed in a reasonable period of time	Has some data to measure intended outcomes	No evidence of data driven decision-making; data difficult to identify and measure		
Legal mandates	Required to meet laws or regulations that require particular efforts (e.g. mgmt of hazardous materials)		No requirement to meet laws or regulations that require particular efforts		
Future need	Evidence supports an on-going need, emerging trend or innovative initiative	Some evidence to support an on-going need or emerging trend	Limited evidence to support an on-going need or emerging trend		
Program mix	Contributes to mix of high quality programs and services; priority on programs fulfilling more than one mission.	Contributes to a moderate mix of high quality programs and services	Limited contribution to mix of high quality programs and services		
Organizational Efficiency	Highly beneficial cost-benefit strategy	Somewhat beneficial cost-benefit strategy	Not beneficial cost-benefit strategy		
Operationally necessary					
Contractual obligations	Required per contract negotiations		Not stipulated as part of contract negotiations		
			<b>Grand Total</b>		