

2021-22 BPC RUBRIC RESOURCE ALLOCATION REQUESTS

Plan Title: Requestor: Program:	Division (Check one): <input type="checkbox"/> Instructional Services <input type="checkbox"/> Student Services <input type="checkbox"/> Administrative Services <input type="checkbox"/> Human Resources <input type="checkbox"/> President's Office
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AREA 1: INSTITUTIONAL GOAL ALIGNMENT

Evaluate

Does the action plan match with one or more of the Institutional Goals identified in the Comprehensive Master Plan? *(Campus Labs Action Plan form)*

- ☐ **Yes** (If yes, then 5 pts. assigned for this area.)
☐ **No** (If no, then 0 pts. assigned for this area.)

Identify Institutional Goal

Check off which goal(s) match with this PR plan

<input type="checkbox"/> Goal I	<input type="checkbox"/> Goal II	<input type="checkbox"/> Goal III	<input type="checkbox"/> Goal IV	
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Assign Points (0 or 5 pts. maximum): _____

AREA 2: AREAS FOR IMPROVEMENT

Identify the Issue

The action plan and aligned program/unit goal directly address a gap identified in program review. *(Campus Labs Program/Unit Goal and Action Plan forms)*

Guidelines for Assigning Points in Area 2

21-25 Points Excellent	<u>Exemplifies best work:</u> the plan clearly identifies and explains at least one gap or need linked to multiple outcomes.
16-20 Points Good	<u>Mostly without major problems:</u> the plan clearly identifies at least one gap or need linked to at least one outcome.
11-15 Points Substantial	<u>Missing important information or not connecting well to goals or plans:</u> the plan identifies at least one gap or need linked to at least one outcome.
0-10 Points Developing	<u>Developing but incomplete:</u> the plan does not identify a gap or need linked to an outcome.

Assign Points (0-25 pts. maximum): _____

AREA 3: IMPLEMENTATION & ASSESSMENT

Evaluate if a comprehensive implementation plan has been identified

- 1) Does the requestor identify all of the steps for implementation, including a specific timeline, expected completion date and resources needed? (*Campus Labs Action Plan and Resource Request forms*)?
☐ Yes ☐ No
- 2) Does the requestor effectively explain how the achievement of the aligned goal will be measured? (*Campus Labs Program/Unit form*)?
☐ Yes ☐ No

Guidelines for Assigning Points in Area 3

16-20 Points Excellent	<u>Exemplifies best work</u> : the plan includes a timeline with expected completion dates, reasonable estimates of needed resources, along with an assessment scheme of the outcome(s).
11-15 Points Good	<u>Mostly without major problems</u> : the plan includes a timeline and reasonable estimates of resources needed.
6-10 Points Substantial	<u>Missing important information or not connecting well to goals or plans</u> : the plan includes a timeline and estimates of resources needed.
0-5 Points Developing	<u>Incomplete</u> : the plan has an estimate of the resources needed.

Assign Points (0-20 pts. maximum): _____

POINTS AWARDED

Area 1 Points: _____ Area 2 Points: _____ Area 3 Points: _____
TOTAL POINTS: _____

NOTES ON AREA 1: INSTITUTIONAL GOAL ALIGNMENT

NOTES ON AREA 2: AREAS FOR IMPROVEMENT

NOTES ON AREA 3: IMPLEMENTATION & ASSESSMENT