Resource Request Form
Planning & Institutional Effectiveness (PIE) Committee
Santiago Canyon College

1. **RESOURCE REQUEST (RR) TITLE:**

2. **RESOURCE REQUEST TOTAL:**

3. **CHECK THE FOLLOWING THAT APPLY TO THE COST:**

   ☐ One time amount   ☐ Ongoing amount   ☐ Combo: One time and ongoing amount

4. **RESOURCE REQUEST (RR) DESTINATION:**

   ☐ Joint Chairs   ☐ Safety Committee   ☐ Facilities Committee   ☐ Technology Committee

   ☐ VP Academic Affairs   ☐ VP Student Services   ☐ VP Administrative Services   ☐ VP Continuing Education

5. **IS THIS RESOURCE REQUEST:**

   Legally Mandated?   Yes ☐   No ☐
   If yes, please provide explanation:

   A Replacement Need?   Yes ☐   No ☐
   If yes, please provide explanation:

   Addressing a known or new safety need?   Yes ☐   No ☐
   If yes, please provide explanation:

6. **WHEN WAS THE FIRST TIME THAT YOU SUBMITTED THIS RESOURCE REQUEST (i.e. in a DPP, Program Review, or Prioritization Request?**

   FALL ☐   SPRING ☐   YEAR _____

7. **HOW DOES THIS REQUEST SUPPORT SANTIAGO CANYON COLLEGE'S MISSION?   (See Educational Master Planning Document)**

8. **LIST ALL SCC GOALS THAT THIS REQUEST SUPPORTS. (See Educational Master Planning Document)**

9. **SELECT ONE OF THE SCC GOALS THAT YOU FEEL MOST RELEVANT TO YOUR RESOURCE REQUEST AND PROVIDE AN EXPLANATION AS TO HOW YOUR REQUEST SUPPORTS THE SELECTED GOAL:**

10. LIST THE TECHNOLOGY MASTER PLAN GOALS THAT THIS RESOURCE REQUEST SUPPORTS.

11. LIST THE FACILITIES MASTER PLAN PRIORITIES THAT THIS RESOURCE REQUEST SUPPORTS.

12. IF YOU COMPLETE A YEARLY DEPARTMENT PLANNING PORTFOLIO (DPP), PROVIDE EVIDENCE THAT THIS RESOURCE REQUEST IS IN YOUR UNIT'S DPP.

13. PROVIDE EVIDENCE THAT THIS RESOURCE REQUEST IS IN YOUR PROGRAM REVIEW.

14. DOES OUTCOMES ASSESSMENT DATA EXIST TO SUPPORT YOUR RESOURCE REQUEST?   Yes ☐   No ☐

IF YOU ANSWERED YES, PLEASE PROVIDE THE DATA AND RELATED EXPLANATION OF HOW THE DATA SUPPORTS YOUR REQUEST.