



**INSTITUTIONAL RESEARCH AND PLANNING
2019-2020 PLANNING PROCESS
CLASSIFIED RESOURCE ALLOCATION REQUESTS**

Program: «Program» **Position Title:** «Action_Item_Title»
Unit: «Unit» **Position Cost:** \$«Budget_request_amount»

- 1. How does this position serve students, employees, and/or the Institution? Please cite specific examples that demonstrate how this position contributes to their success. WEIGHT 10:**

«Service_Justification»

10 Scoring Worksheet
0 1 2 3 4

- 2. Supporting Rationale – what are your most compelling reasons for this request? Please cite specific information from your program plan or program review plan. WEIGHT 20:**

«Rationale»

20 Scoring Worksheet
0 1 2 3 4

- 3. What tasks, duties or services will not be provided if this position is not filled? If unfilled, what is the impact on students, employees, and/or the Institution? WEIGHT 10:**

«Campus_Impact_Justification»

10 Scoring Worksheet
0 1 2 3 4

- 4. Can this position be justified with federal/state mandates, or health and safety requirements? Please provide documentation. WEIGHT 15:**

«FederalState_Justification»

15 Scoring Worksheet
0 1 2 3 4

- 5. Unit Priority: «Priority» The points for this question will automatically populate based on the ranking.**

5 Scoring Worksheet
0 1 2 3 4



**INSTITUTIONAL RESEARCH AND PLANNING
2019-2020 PLANNING PROCESS
FACULTY RESOURCE ALLOCATION REQUESTS**

Program: «Program» **Position Title:** «Position_Title»
Unit: «Unit» **Position Cost:** \$«Budget_request_amount»

- 1. Describe how the program enrollment data provided justifies the requested position. WEIGHT 20:** 20 Scoring Worksheet
0 1 2 3 4

«Enrollment_Justification»

- 2. Rationale - what are your most compelling reasons for this request? Please cite specific information from your program plan or program review plan. WEIGHT 10:** 10 Scoring Worksheet
0 1 2 3 4

«Rationale»

- 3. What is the history of faculty hiring in your department over the past five years? Please justify your request in terms of the need based on this history. Please explain. WEIGHT 10:** 10 Scoring Worksheet
0 1 2 3 4

«Hiring_History_Justification»

- 4. Priority: «Priority» The points for this question will automatically populate based on the ranking.** 5 Scoring Worksheet
0 1 2 3 4