



Budget Development Committee

December 11, 2020 | 8:30 am – 9:30 am | Zoom

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

Budget Development Committee

Quorum: 7

Members (non-voting):

Chair, Anette Raichbart

Members Present (12 voting):

Administrator, At-Large-1, Kristian Whalen

Administrator, At-Large-2, Erick Bell

Faculty Member, At-Large-1, Tina Inzerilla

Faculty Member, At-Large-2, Ashley Young

Faculty-1 (appointed by F/A), Vacant

Classified Professional-1, Alesia High

Classified Professional-2, Stephany Chavez

SEIU Rep, Mike Alvarez

LPCSG Student-1, Vacant

PBC Member-2, Rajinder Samra

PBC Member-3, David Rodriguez

PBC Member-4, Sarah Thompson

PBC Member-5, Thomas Orf

PBC LPCSG Student-1, Vacant

Guest:

LPC Admin Services Officer

Sui Song

Absent Members:

PBC Member-1, Rajeev Chopra

1. Call to Order at 8:37 am

2. Review and Approve Agenda

Motion to approve the Agenda

Sarah Thompson

Second

Tina Inzerilla

Motion passed unanimously

3. Review and Approve 11/20/20 Minutes

The committee discussed how much detail to include on meeting minutes and agreed the current format was ok. A typo was noted and corrected.

There was no motion to approve minutes

4. Review of Budget Update

- On track with expenses and maintaining the budget
- There is a discrepancy in the 3000 compared to what VC Nicholas shared that previous PBC meeting
- Since budget adjustments do occur in real time, this may be why
- Deficit shown in equipment was due to a vehicle donation not accounted for resulting in the belief there was more available
- Feeling of doing better with spending this year
- Budget transparency will continue with update at various constituent meetings

5. Good of the Order

- The current distance learning environment resulted in order of Cranium Café, Proctorio, and Net Tutor software
- In previous years, the District covered the software costs but this year handed it back to the individual schools to cover
- Cranium Café requires the purchase of their software for all enrolled 6992 students at price of \$5.50 each
- Proctorio was \$7.50 per student and Net Tutor was \$23.00 per hour
- The total cost of the software was \$90,000.00 which was not available at a local level
- After working with LPC and District IT, the District covered the cost out of their CARES Act funds
- California college districts have put out their enrollment numbers which show they are down 40-50% compared to last school year
- LPC Spring 2021 is down 5% compared to last school year
- Chabot Spring 2021 is up about 4% compared to last school year
- In Summer 2020, LPC was up by 18% and ideally it would be best to prepare for a repeat in Summer 2021
- The hope is the State provides an alternative budget allocation model
- Tax revenue and collection are higher than expected
- A budget update is expected on January 15, 2021
- VP Raichbart continues to have her finger on the pulse of budget information as it becomes available
- The DocuSign enrollment for high school student is available
- VP Raichbart will connect with Mujeeb at the District to share DocuSign information with local high schools

- A dashboard presented at DEMC showed a discrepancy between the number of FTES and the number of their enrolled units over a period of weeks
- There is a reoccurring issues where an LPC course show students enrolled but the system is not picked up
- A manual update is required
- Coding of the combo classes listed as synchronous vs asynchronous and how they are picked might be the cause
- A conversation with IT is pending
- FTES were excluded as nonresidential students

6. Adjournment at 9:39 am

