



# Resource Allocation Committee Meeting Minutes

December 1, 2022

Recorder: Kiley Zieker

LPC Mission Statement	LPC Planning Priorities	
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 life-long learning.	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.
Chair	Vice Presidents	Deans
<input checked="" type="checkbox"/> Titian Lish	<input checked="" type="checkbox"/> Vice President, Anette Raichbart <input checked="" type="checkbox"/> Vice President, Kristina Whalen <input type="checkbox"/> Vice President, Jeanne Wilson	<input checked="" type="checkbox"/> Dean, Joel Gagnon <input checked="" type="checkbox"/> Dean, Kevin Kramer
Faculty Members	Classified Professionals	Student Senate (2)
<input checked="" type="checkbox"/> Cindy Browne Rosefield <input checked="" type="checkbox"/> David Everett <input checked="" type="checkbox"/> Tina Inzerilla <input checked="" type="checkbox"/> Rafael Valle	<input checked="" type="checkbox"/> Sui Song <input checked="" type="checkbox"/> David Rodriguez <input checked="" type="checkbox"/> Nalan Smith <input type="checkbox"/> Jennifer Pereira <input type="checkbox"/> Lina Chea	<input type="checkbox"/> Vacant <input type="checkbox"/> Vacant

Attendance (Quorum = 11)

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p><b>Call to Order</b> <i>For information</i></p> <p>Meeting Called to Order by Chair, T. Lish at 2:31 pm</p>	
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Agenda Approved by R. Valle &amp; T. Inzerilla</li> </ul>	<p>Approved/ R. Valle &amp; T. Inzerilla</p>
3.	<p><b>Review &amp; Approve Prior Minutes</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Minutes Approved by C. Browne Rosefield &amp; R. Valle</li> </ul>	<p>Approved/ C. Browne Rosefield &amp; R. Valle</p>
4.	<p><b>Action Items</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>None</li> </ul>	<p>None</p>
5.	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li><b>Review IER Rankings:</b> Shared the spreadsheet with the committee's combined scores. The orange areas are items in their own category and the pink category are items that were tied. The total cost of the requests come to about 1.3 million dollars.</li> <li>Comments from Ann Kroll shared. None of the comments seemed too worrisome.</li> <li>It was brought up that a lot of the equipment for the new buildings were not being bought through the FF&amp;E budget. Auto, Welding, EMS, Fire have very expensive equipment requests. Equipment being purchased for new buildings are new ideas for that space. Thought was to try to not burn through FF&amp;E budget and go through the RAC process first.</li> </ul>	<p>Motion called to approve the recommendations and move forward to President Foster/ D. Rodriguez and C. Browne Rosefield</p>

- Some of the items have annual costs and did not list how the annual costs would get paid for. Clarified that the request for two lifts were that each of them have different capacities. For items with annual costs Titian will reach out to the individuals who submitted these requests. Will encourage faculty who submit requests to not have too much information on the requests and to stay within the document as is and not write additional information.
- Some concerns Ann had about the items and questions and Titian will bring these up to the president. One of the items she had a question about if there was enough power in the room for the equipment. An assessment will be done before the items are purchased. A lot of things she brought up was for power including the Autoclaves and refrigerator. Some additional questions about facilities. These comments from Ann and M&O will be included in the memo to the president.
- Question if committee wanted to move the rankings forward to the president. Some concerns were brought up
  - Two items cost the exact same amount, to the penny. Titian will reach out to that requester.
  - Question about how much money is there for these items. There are 2 pots of money and one of them is from Measure A which can be used to buy equipment but there are restrictions and a lot of requirements. The other pot of money is lottery money. Not much money from CTE most of that money goes to personnel costs.
  - Question regarding using a 0 or 35 score on the ranking scale. Concern that it really affects the average score of an item. Committee discussed how this should be addressed.
  - Decision to remove scores that came in as a zero from the spreadsheet and re rank
- There is enough money to fund all requests this time around.
- Discussed the possibility of revisiting the structure of the spreadsheet in the next few months, with the anticipation that the budget will look different in the upcoming years.
- About 600k in lottery money and 1.5 million from District after the split between Las Positas and Chabot
- The non-lottery funds get split through the BAM and it is all prop twenty
- **Agreed as a committee to remove Committee Member 4 scores due to scoring the majority of requests a zero from the Spreadsheet.**
- Kiley will update the spreadsheet and send updated spreadsheet to the committee.
- Committee discussed how other zero scores and how they could be problematic but decided to only remove the committee member 4 scores for this time around.
- Once those scores are removed Titian will bring updated recommendation from committee to the President
- A motion to approve recommendations and move forward to President Foster, D. Rodriguez, and C. Browne-Rosefield move to approve this motion.

<p>6.</p>	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• <b>Review CAP Requests:</b> Classified and Administrative Position Request Spreadsheet was shown to the committee. The deadline for the committee to score these requests is January 28.</li> <li>• Tina brought up that her CAP request was missing from the spreadsheet. <ul style="list-style-type: none"> <li>○ Committee agreed to have it added to the spreadsheet once the request is located. Kiley will check with BSSL Division dean and VP of Academic Services to locate the request.</li> </ul> </li> <li>• Sui clarified the Annual Salary and benefits that were noted on the spreadsheet and the range shown between Step 1 and Step 5. The exception on the salary range was the Performing Arts Coordinator position because we already have someone currently in the position and the request to move the position from a point 0.6 to a point 0.8 and a 0.6 to a 1.0. Due to that position having someone currently filling it there was only step 2 shown instead of a range. <ul style="list-style-type: none"> <li>○ The thought to show the range was to consider the employee could be coming from Chabot and could start on a higher step than a new employee at step 1</li> <li>○ Titian clarified that there were two classified position requests for the theater program coordinator because they will take whatever they can get</li> </ul> </li> <li>• Will review the CAP Scores at the February Meeting</li> <li>• Committee agreed to include Tina’s Library CAP Request when it is located due to the request being submitted to Division Dean by deadline.</li> </ul>	
<p>7.</p>	<p><b>Information Items</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• Once president approves the recommendation, he will write a memo and it will be sent out and then Titian will follow up with the Dean and the requester to let them know their items were approved and that they can begin working with the business office to get the orders processed.</li> </ul>	<p><b>None</b></p>
<p>8.</p>	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>None</b></p>
<p>9.</p>	<p><b>Good of the Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>None</b></p>

10.	<b>Future Agenda Items</b> <i>For discussion</i>	
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**Meeting adjourned at 3:16 pm**

**Next meeting: February 2, 2023 at 2:30 pm**