



LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

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.

Resource and Allocation

Members Present (non-voting):

Committee Chair, Titian Lish

Members Present (voting):

VP of Academic Services, Kristina Whalen PhD
VP of Admin Services, Diane Brady
VP of Student Services, William Garcia
Academic Dean, Nan Ho
A&H Faculty, Ian Brekke
BHAWK Faculty, Jason Craighead
SLPC Faculty, Scott Miner
STEM Faculty Debbie Fields
Classified Professional, Todd Steffan

Members Absent:

Student Services Dean, Elizabeth David
Student Services Faculty, Jose Calderon
Classified Professional, Jennifer Farber
Classified Professional, Cindy Balero

Guest:

Tamica Ward, Dean, Enrollment Services

RESOURCE ALLOCATION COMMITTEE MINUTES

September 5, 2019 | 2:30 p.m.- 4:30 p.m. | CR1687

Meeting Minutes

1. **Call to Order at 2:35 p.m.**
2. **Introductions of New Committee Members**
3. **Review and Approval of Agenda**
1st VP Garcia, 2nd Todd Steffan
4. **Review and Approval of 5/22/19 Minutes**
1st VP Brady, 2nd VP Garcia
Abstention, Nan Ho

5. New Business

• **Review 19-20 RAC Calendar**

Committee members expressed concern over the IER timeline to meet deadlines with the required signatures. There was a proposal to push back the IER process to October. However, the committee agreed to work through the schedule as is and note necessary adjustments for 20-21.

• **Fall 2019 Instructional Equipment Requests**

Requestors are facing challenges with acquiring required signatures. An alternative agreed upon by the committee is to send the IER forms via email to Steve Gunderson and Walt Blevins for their review and approval. The requestor can attach a copy of the email trail to their submitted request.

After a proposal to move the IER process to October, history was given as to why the process was moved up to September. The earlier timeline allows for the review, approval, and routing through Admin Services, and Purchasing. It also avoids expired quotes and delayed delivery of requests.

Another way to streamline the process is to submit a quote from the vendor and not a screenshot or a printout of the cart. Adjustments for the future include digitizing the form and potentially modifying the turnaround time between submittal deadlines.

VP Brady reported that without bond money it would be difficult to move forward and process most instructional equipment requests. While funds were available last school year for a second round of spring instructional equipment requests, that is not the case this school year. Regardless, all submissions require review and ranking as part of the accreditation process.

Instructional equipment requests are reviewed by Admin Services before turning over to the committee for ranking. There are instances when a request has been pulled or funded through an alternative funding source.

- **2019 Classified & Administrative Position Requests**

Position requests are due to Admin Services by October 21, 2019. It is important to submit the requests as they create a documented history of need. Although funding is limited this year, it is possible of future available funding. Grant funding may also be an option to fill the request if available.

6. Good of the Order

All

No reports given.

7. Adjournment

T. Lish

Meeting adjourned at 3:30 p.m.