

Resource Allocation Committee- Minutes

December 2, 2021 | 2:30 pm – 4:30 pm | Zoom



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

- ❖ 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 Allocation Committee

Quorum: 8

Non-Voting Members:

Chair, Titian Lish

Voting Members:

Classified Professional, Stephany Chavez

Classified Professional, Jennifer Pereira

Classified Professional, Nalan Smith

Classified Professional, Sui Song

Academic Dean, Nan Ho

Dean Student Services, Vacant

Faculty Member, A&H, Ian Brekke

Faculty Member, PATH, Jason Craighead

Faculty Member, STEM, David Everett

Faculty Member, Student Services, Amanda

Castelli

LPCSG Rep, Tyler Rivas

Vice President, Academic Services,

Kristina Whalen

Vice President, Administrative Services,

Anette Raichbart

Vice President, Student Services, Jeanne Wilson

Guests:

LPC College President, Dr. Foster

Librarian, Tina Inzerilla

Accounting Technician, Thomas Rothman

Fiscal Coordinator, Special Programs & Grants,

Alesia High

Absent Members:

Classified Professional, Lina Chea

Faculty Member, BSSL, Lucas Hasten

Call to Order at 2:00 pm

Review and Approval of Agenda

Motion, Ian Brekke Second, David Everett

Review and Approval of 12/2/21 Minutes

Motion to approve minutes with an amendment of door locks and tractor
verbiage to door locks and pallet jack

Sui Song Second, David Everett

Abstention, Ian Brekke

New Business

Review Classified and Administrative Position Request Ranking

- The committee reviewed the final scoring and ranking of the submitted position requests with a total cost of \$361,814 thousand
- STEM's Laboratory Technician ranked as number one
- A thoughtful suggestion moving forward is to include salary and benefits cost past year/step one
- Ms. Inzerilla addressed concern about the Library Technician position ranking lower this year and the potential impact on students
- The position previously approved was not able to hire an applicant due to the COVID campus closure and ensuing hiring pause put into place
- Chairperson Lish shared that she would capture the concern in the memo to and discussion with Dr. Foster
- The committee discussed the scoring the safety category and how it may impact the request's final score
- A review of previous school years shows the safety scoring scale adjusted as needed over the years
- The committee agreed to revisit the topic at a future meeting

Old Business

Fall 2021 IER

- Ms. Song shared a presentation from the Administrative Services Office outlining the status of Fall IER and the reason why some might be on hold
- Impeding factors include: the quoted amount does not match the amount listed on the requestion, shopping carts turned in as quotes, items over the fiscal year threshold requiring Board Approval
- It is important to follow the process and ask questions before submitting an IER and follow up on emails and telephone calls from the Business Office
- If not, there is a possibility of spring instructional equipment requests pushed back to July for purchase in the new fiscal year
- The committee suggested creating a formal process to notify requestors of their equipment request status and outline follow up action if needed

IER Submittal Process Follow up/Recommendation Memo Feedback

- Dr. Foster joined the committee to discuss the review of the fall instructional equipment requests and thanked the committee for their time
- He supports the requests, funded by State Instructional Equipment funds and supplemented by Lottery dollars
- Chairperson Lish will draft a template to send out to fall requestors about approval contingencies and equipment requiring Board approval
- The spring equipment request document will have a Board Memo template

Good of the Order

- No topics addressed

Adjournment at 3:42 pm