



# Resource Allocation Committee

May 2, 2019 | 2:30pm – 4:30pm | Room 1687

## Meeting Minutes

### 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

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

### Resource Allocation Committee

#### Members Present:

##### Non-Voting

Titian Lish, Chair

##### Voting

Diane Brady, VP Admin Services

William Garcia, VP Student Services

Nan Ho, Academic Services Dean

Tamica Ward, Dean, Enrollment Services

Ian Brekke, Faculty, A&H

Jose Calderon, Faculty, S&S

Debbie Fields, Faculty, STEM

Cindy Balero, Classified

Jennifer Farber, Classified

Todd Steffan, Classified

##### Members Absent:

Jason Craighead, Faculty, BHAWK

Scott Miner, Faculty, SLPC

Donna Reed, Classified

James Weston, Classified

Alejandro Buenrostro, LPCSG, Student

##### Guest

Roanna Bennie, College President

#### 1. Call to Order at 2:36pm

#### 2. Review and Approval of Agenda

Motion to approve – Diane Brady

Second – William Garcia

#### 3. Review and Approval of Minutes

Motion to approve – Diane Brady

Second – Todd Steffan

Abstention – Nan Ho

#### 4. Classified Hiring Decisions

President Bennie was invited to attend the RAC meeting to assist with providing clarity regarding the Outreach Specialist positions listed that were not part of the submitted position requests and not ranked by the committee. President shared that the District has asked LPC to streamline the use of Professional Experts and Temp on Call employees. The long term use of the two job categories can result in a fine from the Public Employee Relations Board. This was taken into consideration when review the position rankings and overall requests.

The general fund is unable to take any more pressure and will be funded at the same amount over three years including 18-19, 19-20, 20-21. The only additional funding will come from COLA and negotiated increases.

The Director of Financial Aid does not pose a large increase if any at all as it eliminates the previous position and the need to pay overtime and longevity steps. The Student Services/Student Life position comes from SEA. The remaining funding resource to work with is CTE which will cover the STEM Coordinator. The Outreach Specialists will provide assistance across all divisions without an impact on the general fund. It will also alleviate two Professional Expert positions in Public Safety and BHAWK who assisting with clerical and a variety of other duties. If the decision is to not utilize the position, the funding will not redistribute to any other position and there is no General Fund money to apply to the positions requested through RAC.

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A Temp on Call position at the Child Development Center has been allowed to advance as a part-time permanent position. The Piano Accompanist position is under review and could potentially start as a part-time position. There was a recommendation to pull the Costumer from the list. However, there is an ongoing discussion of using Strong Workforce funding or Professional Expert. Additional funding is needed before bringing on a Performing Arts Coordinator.

Concern over the optics of A&H receiving a half-time Outreach Specialist in comparison to other divisions receiving a full-time person was addressed. Each division was increased by half so the divisions with a half-time person in place now have the opportunity to place a full-time person.

If funding does become available, the recommendation is to work to fulfill the part-time PA Coordinator position. While there are elements of position that full under CTE, it does not completely fall under the requirements to fund it as such.

The growth of the college continues to impact the LPC Community as whole and the ability to fund all positions requested.

## **5. Set 2019-2020 RAC Calendar**

Last year the processes were flipped to have the Instructional Equipment requests rollout first in September. In October the positions requests are due and would start in the new fiscal year. Spring Instructional equipment request are typically not done. The bond money did allow for a spring round of requests this year. The shorter timeline in spring creates the challenging of having equipment ordered and in place by June 30. The question of a spring round should be revisited during the fall semester.

The 2019 spring instructional equipment requests were pushed back from December because it was not known if the funding was available. Finals and the shortened work weeks do not provide enough time for someone to submit their requests for a January review. Ideally it would be best for all requests to go through the fall round of IER. The tentative spring IER process will start in February.

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## **6. Review of RAC Rubric and Requesting Form**

It was recommended to place a field to coordinate the delivery of larger items. The form does not allow for the field to expand as the user types into them. It would be helpful to have a sample requisition on the RAC website. Include a checkbox for IT at the top of the form.

## **7. Good of the Order**

Appointment of the RAC chair will take place in the fall.

## **8. Adjournment**

Motion to adjourn – Ian Brekke

Second – William Garcia

Adjourned at 3:45pm