



## RESOURCE ALLOCATION COMMITTEE MINUTES

April 2, 2020 | 2:30 p.m.- 4:30 p.m. | Zoom Call-in

### Meeting Minutes

#### LPC Mission Statement

Las Positas College provides 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.

#### 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  
VP of Admin Services, Anette Raichbart  
VP of Student Services, William Garcia  
A&H Faculty, Ian Brekke  
BHAWK Faculty, Jason Craighead  
SLPC Faculty, Scott Miner  
STEM Faculty Debbie Fields  
Classified Professional, Jennifer Farber  
Classified Professional, Sui Song  
Classified Professional, Stephany Chavez  
Classified Professional, Todd Steffan  
Classified Professional, Cindy Balero

##### Members Absent:

Academic Dean, Nan Ho  
Student Services Dean, Elizabeth David  
LPCSG Representative, Kori Conlon

#### 1. Call to Order at 2:30 p.m.

#### 2. Review and Approval of Agenda

##### **Additional agenda item, Feedback from Signature Process**

Motion to Approve, Ian Brekke      Second, Jason Craighead  
Abstentions, None

#### 3. Review and Approval of 3.5.20 Minutes

Update March RAC meeting minutes to correctly reflect the absence of Ian Brekke

Motion to Approve, Scott Miner      Second, Jen Farber  
Abstentions, Ian Brekke

#### 4. New Business

##### **Shared Governance Worksheet**

The committee reviewed and discussed the annual update of the Shared Governance worksheet. This an opportunity to make changes to current committee charge, reporting relationships, chairmanship, membership, and term.

The committee agreed to leave the current committee set-up as is. The group will revisit the membership portion of the form in the Fall and after the division restructure.

#### 5. Old Business

##### **20-2021 IER Form**

Minimal changes were made to the form since the March meeting. The signature lines were rearranged to reflect the routing process. The committee will review tentative submittal deadlines once there is a better idea of how the summer and fall semesters will run.

The form's language was aligned to the instructional equipment rubric used to rank the requests. The mission statement was updated along with the Program Review question. The question now asks if the requested equipment will be a part of their Program Review or if it was included last year. The phrase "please use exact words" will change to "*Please explain using the exact words from your program review*".

Section six was shortened to one page since it did not require as much space to properly answered the questions.

There is no direct link to the Facilities and Sustainability Committee and the question asking how the equipment "*meets or exceeds the basic sustainability efforts*". A definition of the statement is not available nor its relationship to RAC. The question will stay on the form to help address the health of the planet.

Confirmation of the correct sales tax is needed.

Motion to approve the form with the updated sales tax by Scott Miner

Second from Jason Craighead                      Motion passed

## **6. Good of the Order**

Titian shared that she was able to discuss the committee's current charge with Dr. Foster and concerns about instructional equipment request(IER) process.

At this time, the committee charge is being followed; the IER ranking and recommendation process is adequate. Once the recommendations move from the committee to the administrative level there is a disconnect as to what the outcome of the request is. This step will require some fine tuning.

## **7. Adjournment at 3:01 p.m.**