



NOTES **Resource Allocation Committee**

November 1, 2018 | 2:30-4:30 p.m. | 1687

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.

Meeting Name

Members Present (voting):

Titian Lish, Chair (non-voting)
Diane Brady, VP Admin Svcs
David Johnson, Interim VP Acad Svcs
William Garcia, VP Student Svcs
Nan Ho, Acad Svcs Dean
Tamica Ward, SS Dean
Ian Brekke, Faculty A&H
Jason Craighead, Faculty BHAWK
Scott Miner, Faculty SLPC
Debbie Fields, Faculty STEM
Jose Calderon, Faculty, SS
Cindy Balero, Classified
Jennifer Farber, Classified
Todd Steffan, Classified
James Weston, Classified
Donna Reed, Classified
Alejandro Buenrostro, ASLPC Student

Meeting Minutes

1. Call to Order at 2:35 p.m.

2. Review and Approval of Agenda

Diane Brady and James Weston approved agenda

3. Review and Approval of Minutes

Titian will take and write up the minutes

New Business

- a. Ian proposed discussion on the use of incorrect templates. Two of the boxes could not be seen and others had pages missing. If the space provided is not enough, the requestor can write more and include on a separate page. Can this be fixed for the Spring IE requests? Nan suggested the use of an Adobe consultant to assist. Form change requests include:
 - "Funder will be asked to respond to a brief survey" should be moved under Requestor on signature page
 - IT Department signature will be moved
 - TCO Section 6, create a "None" check box if there are not ongoing costs
 - New signature line for M&O approval to cover items that require installation and maintenance.
- b. Safety component, how should it be considered and should they be taken out. Nan stated the committee has gone the other way in the past.
- c. IT components, IT reviewed some but not all of the requests that pertain to them.
- d. Non-funded projects may occur due to low student numbers or equipment not being used appropriately.
- e. The motion to move the recommendations to the President as is was made by Nan and seconded by James. Consensus to move forward with recommendation to the President as is.

- f. Justin was present so that he could recommend English and Math requests based on AB 705 compliance and significant lab time. Current Instructional Assistant support levels are not sufficient enough for the existing need.
- g. Glassware: supplies vs equipment and was it explained as consumable or not
- h. Kristy spoken about the STEM coordinator position which was funded by grants.
- i. Jennifer asked about Program Review and Titian shared that she has contacted the PR committee and saw a disconnect. Nan shared that the PR requirement may have been a part of accreditation in the past.
- j. William shared it is important to link planning and budget for accreditation purposes.

There is no meeting in January 2019

To Do at February RAC meeting, ACCJC