



# Resource Allocation Committee Minutes

November 2, 2023, at 2:30 pm

Recorder: Kiley Zieker

LPC Mission Statement	LPC Planning Priorities	
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 life-long learning.	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.
Chair	Vice Presidents	Deans
<input checked="" type="checkbox"/> Titian Lish	<input checked="" type="checkbox"/> Nan Ho, VP of Academic Services <input checked="" type="checkbox"/> Anette Raichbart, VP of Administrative Services <input checked="" type="checkbox"/> Jeanne Wilson, VP of Student Services	<input checked="" type="checkbox"/> Kevin Kramer
Faculty Members	Classified	Administrators
<input checked="" type="checkbox"/> Cindy Browne Rosefield <input checked="" type="checkbox"/> Tina Inzerilla <input checked="" type="checkbox"/> David Everett <input checked="" type="checkbox"/> Jose Calderon <input type="checkbox"/> Vacant (PATH Faculty)	<input checked="" type="checkbox"/> Sui Song <input type="checkbox"/> Vacant <input checked="" type="checkbox"/> David Rodriguez <input checked="" type="checkbox"/> Ralitsa Ivanova-Olsson <input checked="" type="checkbox"/> Lina Chea	<input type="checkbox"/> Ken Cooper
LPCSG Student Representative		
<input checked="" type="checkbox"/> Omar Au		

Attendance (Quorum = 9)

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p><b>Call to Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>Meeting called to order: 2:32 pm</li> </ul>	None
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Agenda approved by D. Everett &amp; T. Inzerilla</li> </ul>	Approved/ D. Everett & T. Inzerilla
3.	<p><b>Review &amp; Approve Prior Minutes</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Minutes Approved by D. Everett &amp; O. Au</li> </ul>	Approved/ D. Everett & O. Au
4.	<p><b>Action Items</b> <i>For Action</i></p> <ul style="list-style-type: none"> <li>None</li> </ul>	None
5.	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li><b>IER Requests to Score:</b> <ul style="list-style-type: none"> <li>The Committee will be sent the IER Scoring Spreadsheet and all the Instructional Equipment Requests to review and score after the meeting. The December meeting is when the Committee will vote on the IER requests and rankings and vote to move them forward for Dr. Foster for his review.</li> </ul> </li> </ul>	None

- The committee reviewed the spreadsheet and the format of it. The total cost of all the requests together totaled \$518,000. Also reviewed the Rubric that the committee will be referring to when scoring the items.
- Encouraged the committee to also score their own instructional equipment requests.
- After the committee member scores all the instructional equipment requests, they will send the spreadsheet to Kiley Zieker. The scores are due to Kiley on November 17.
- The current budget for the instructional equipment requests is not currently known since different items can come from different funding courses. Once the requests are reviewed by the Business Office, they can decide what funds can pay for the requests. Some of these different funds are Lottery Money and Bond Money. The committee was reminded that there is significantly less lottery money this year because each dean was given lottery money to spend for their division. The funding part of the equipment is discussed after the items are brought to the President.
- Review Rubric & Calendar:
  - Reviewed Rubric and reminded committee members to use this when they are scoring the different instructional equipment requests.
  - Reminded Committee members that the IER scores are due on November 17.
- Informed K12 Feedback:
  - Encouraged committee members to share feedback about the Informed K12 process. Discussed the workflow for IER requests. Discussed that there were three incomplete IER requests on InformedK12.
  - Classified Administrative Position (CAP) Requests will not be done on Informed K12 and will still be done on paper.
  - Discussed the Draft state of a request on Informed K12

6.	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• <b>Classified Administrative Position (CAP) Requests</b> <ul style="list-style-type: none"> <li>○ CAP requests are Due to Division Dean on November 8 and will not be done in Informed K12</li> <li>○ Not anticipating a large budget for these position requests, like the previous years, but it is important to submit the requests because it is good to have an institutional record of the requests.</li> <li>○ The CAP request will be reviewed during the next meeting in December and the scoring spreadsheet will also be given to the committee during the December meeting. The scoring spreadsheet for the CAP requests is due on January 26, 2024, to Kiley Zieker.</li> </ul> </li> </ul>	None
7.	<p><b>Information Items</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	None
8.	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	None
9.	<p><b>Good of the Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• Every half year we report to IPEC on how we have met or advanced our planning priorities. One of the things that was brought up was that after many conversations with RAC, the decision was made to distribute lottery funds to the Deans this year. This allows a sense of urgency, equity and accessibility at a division level. RAC voted and approved this decision.</li> <li>• Fundraiser going on tonight, the Annual Scholarship Fundraiser for the VWT that is being held at Paige Mill Winery</li> </ul>	None
10.	<p><b>Future Agenda Items</b> <i>For discussion</i></p>	None

**Meeting adjourned at 3:00 pm**

**Next meeting: December 7, 2023**