



Resource Allocation Committee Meeting Minutes

December 5, 2024 at 2:30 pm

Recorder: Andrea Anderson

| LPC Mission Statement | LPC Planning Priorities | |
|--|---|---|
| <p>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.</p> | <p>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.</p> | <p>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.</p> |
| Chair | Vice Presidents | Deans |
| <p><input checked="" type="checkbox"/> Titian Lish</p> | <p><input checked="" type="checkbox"/> Nan Ho, VP of Academic Services <input checked="" type="checkbox"/> Sean Brooks, VP of Administrative Services <input checked="" type="checkbox"/> Jeanne Wilson, VP of Student Services</p> | <p><input checked="" type="checkbox"/> Kevin Kramer</p> |
| Faculty Members | Classified | Administrators and Student Government |
| <p><input checked="" type="checkbox"/> Cindy Browne Rosefield <input checked="" type="checkbox"/> Scott Miner <input checked="" type="checkbox"/> Irena Keller <input checked="" type="checkbox"/> Angel Contreras <input checked="" type="checkbox"/> Jose Calderon</p> | <p><input checked="" type="checkbox"/> Sui Song <input type="checkbox"/> David Rodriguez <input checked="" type="checkbox"/> Ralitsa Ivanova-Olsson <input type="checkbox"/> Lina Chea <input checked="" type="checkbox"/> James Weston</p> | <p><input type="checkbox"/> Ken Cooper <input type="checkbox"/> Natalie Barretto</p> |
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Attendance (Quorum = 9)

| Agenda Item | Information/Discussion | Action/Assigned To |
|-------------|---|---|
| 1. | <p>Call to Order <i>For information</i></p> <ul style="list-style-type: none"> • Meeting called to order by Titian Lish at 2:34pm | Titian Lish |
| 2. | <p>Review & Approve Agenda <i>For action</i></p> <ul style="list-style-type: none"> • Agenda Approved by: Ralitsa Ivanova-Olsson and Sean Brooks | Motion: Ralitsa Ivanova-Olsson Second: Sean Brooks |
| 3. | <p>Review & Approve Prior Minutes <i>For action</i></p> <ul style="list-style-type: none"> • Motion to approve minutes with amendment of correcting the attendance record <ul style="list-style-type: none"> ○ Scott Miner ○ James Weston • Abstention: Nan Ho • Minutes Approved by: James Weston and Scott Miner | Motion: James Weston Second: Scott Miner |
| 4. | <p>Action Items <i>For Action</i></p> <ul style="list-style-type: none"> • IER Submissions Ranking <ul style="list-style-type: none"> ○ Plate Pourer – Number One Ranked Item with 425 Points ○ Athletics Golf Cart – Lowest Ranked Item with 282 Points ○ Overall cost value is \$721,431.17 <ul style="list-style-type: none"> ▪ Typically, all items are funded, but final decision will be determined by President. ○ We will decide as a committee whether we want to move forward with the recommendations as ranked. ○ Discussion <ul style="list-style-type: none"> ▪ Golf Carts <ul style="list-style-type: none"> • Are there other carts in existence that can used to transport student athletes and their families, recruiting trips and check on students with classes? • Need to determine how the golf cart relates to instructional equipment | None |

- Basic Needs, Veterans, and ASB Government Golf Carts were grant funds and approved by their grant monitor.
- Campus Safety Golf Carts were funded by Campus Safety Parking Fund.
- Campus Safety, ASB and Veterans are not instructional programs that have equipment needs.
- Vehicle Acquisition – STEM Golf Cart received through M&O scrap heap, but had to purchase batteries for it
- Other RAC Requests previously funded were Fire Truck and Ambulance.
- Viticulture and Horticulture – How did David Everett receive forklift + new gator (little cart)?
 - Received forklift before moving to New Building
- In the past, we have sent everything through and have pulled from different funding sources. Pulled from Bond Measures to fund certain things that are tied to programs or to buildings in progress.
- We also try to see if there are other funding sources out there for this type of equipment.
- Print Media
 - We have funded this in a previous year.
 - The funding of this printing service is the purpose of this class (ex: printing of a newspaper and having printed record for a traditional print media form.
 - If there was no funding for the printing, the class could not meet its learning outcomes and class is not funded in gen fund to cover those costs.
 - Agreed to let it go through 100% funded and next year we'll reevaluate.
- Need to figure out process for items that don't fall under the statement instructional equipment or falls in the gray area and best route to send items for approval.
- In the past, the foundation has funded items that did not fall under the instructional equipment statement or under the gray area.
- Clear definition of Instructional Equipment
 - Language Reference: what lottery allows for, what instructional equipment schedule maintenance from State Chancellor's Office allows and bond language
 - Equipment for classroom instruction, student instruction, demonstration, preparation, learning, materials
- REMINDER: We cannot donate our equipment or unwanted equipment. It must go through the Equipment Surplus Form, Administrative Services, District and the Board.
- Updated IER Form to include section for number of items purchasing.
 - Form says Equipment and Description, everyone provides description, but does not list what the actual item they are requesting.
- Scott Miner motioned to send entire list forward as ranked. James Weston second motion to send entire list forward as ranked.

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| 5. | <p>Old Business <i>For discussion</i></p> <ul style="list-style-type: none"> • None | None |
| 6. | <p>New Business <i>For discussion</i></p> <ul style="list-style-type: none"> • CAP Requests – Submissions <ul style="list-style-type: none"> ○ These requests have been through the process: Deans, Divisions, and VPs signature. ○ You will see this spreadsheet next week. ○ Scoring Deadline is due to Andrea by January 24th. | Titian Lish |
| 7. | <p>Updates <i>For information</i></p> <ul style="list-style-type: none"> • None | S. Song |
| 8. | <p>Good of the Order <i>For information</i></p> <ul style="list-style-type: none"> • None | None |
| 9. | <p>Future Agenda Items <i>For discussion</i></p> <ul style="list-style-type: none"> • IERs Request Forms – Bring back old language, suggestions. • CAP Requests Scoring | None |

Meeting adjourned at 3:18pm

Next meeting: Thursday, February 6th