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## Resource and Planning Council Meeting Minutes

May 17, 2021

2:30-3:30PM

MS Teams virtual meeting

**Present:** Jichul Kim, Lindsay Tanzi, Jacob Jackson, Katherine Hansen, Cheryl Stover, Kevin McCarthy, Katherine Hansen, Warren Takata, Connie Tran, Jeffery Pulliam, Sil Xayamouangbo

**Absent:** Marsha Dubuk, Joyce Nicholas, Matt Vielbig, Jane-Erika Bangcuyo, Stephanie Delaney, Laura Staley, Lesley Hogan

### AGENDA

#### Welcome

The meeting started at 2:32 PM.

The minutes from April 19<sup>th</sup> Resource and Planning Council meeting was approved by the committee.

#### Review HEERF Request form

The following HEERF form was received and discussed.

1. Department: Enrollment Services & Student Success Center  
Date of Request: 5/12/2021  
Funds Needed: July 1, 2021 – Sept 30, 2023  
Purpose: 0.75 position split between Enrollment Services and Student Success Center  
Amount: \$118,510 (salary + benefits)  
Comments: Recommend
2. Department: Automotive  
Date of Request: 5/14/2021  
Funds Needed: 6/14/2021  
Purpose: Dynamometer Equipment  
Amount: \$37,920.48  
Comments: Recommend
3. CITL Center for Innovative Teaching and Learning  
Date of Request: 5/14/2021  
Funds Needed: ASAP  
Purpose: Faculty Commons Makers Space (purchase equipment)  
Amount: \$25,800  
Comments: need more info
4. Department: Library  
Date of Request: 4/28/2021  
Funds Needed: 6/30/2021  
Purpose: Staff (door greeter)

Amount: \$36,869.36

Comments: Could this wait until next quarter?

5. Department: Band and Instrument Repair – Advanced Manufacturing  
Date of Request: 5/14/2021  
Funds Needed:  
Purpose:  
Amount:  
Comments:
6. Department: Autobody Repair and Refinish  
Date of Request: 4/22/2021  
Funds Needed: ASAP  
Purpose: Equipment  
Amount: \$6500 total: \$3500 3M Versaflow TR800 IS PAPR fresh air hood & \$3000 3M Speed glass PAPR hood for welding  
Comments: Not recommend does not meet Covid criteria
7. Department: Natural Science  
Date of Request: 5/14/2021  
Funds Needed: Fall Quarter  
Purpose: Equipment  
Amount: \$30,740.36  
Comments: recommended (Labs can be flex if needed; software is available; cloud based and students can work in groups)
8. Department: Band Instrument Repair – Advanced Manufacturing  
Date of Request: 4/28/2021  
Funds Needed: before 9/2021  
Purpose: Open space in the BIRT lab for more students to clean instruments and maintain social distance  
Amount: \$20,800 (\$18K for a second large sink and \$2800 for Electrical – new ultra sonic tank  
Comments: Need additional information from Barry's quote.
9. Department: FORD Asset  
Date of Request: 5/14/2021  
Funds Needed: Fall 2021  
Purpose: 25 classroom laptops  
Amount: \$47,000  
Comments: need more information
10. Department: CITL Center for Innovative Teaching & Learning  
Date of Request: 5/13/2021  
Funds Needed: ASAP  
Purpose: FLEX  
Amount: Equipment Option A: \$1,170,940 (this includes option B)  
Option B: \$1029,540  
Faculty Professional Development: \$234,000  
Comments: Needs to be scaled down instead of 146 classrooms -- \$10K per classroom for 10 classrooms, need additional information also are instructor interested?

Next Step:

Due to time constraints Jake will set up a Google docs and have everyone review the remainder of the documents by the end of the week. Information will be submitted and discussed at the next Tuesday's Cabinet meeting.

Meeting adjourned at 3:31 PM and the next meeting is scheduled for June 21, 2021

All schedule/agenda/minutes for the 2020-21 academic year are listed on the [College Governance: Resource and Planning Council Webpage](#)