



## **Institutional Equipment Meeting Agenda**

**12 pm**

**AC217**

- A. Welcome and Introductions
- B. Minutes from May 2017 meeting
- C. 2018-17 Process changes due to "Program Review Lite"
- D. New 5-Year Instructional Equipment Template- Review
- E. Instructional Equipment Memo and Procedures- Review
- F. Proposed timelines for submitting 5-Year Equipment Needs
  - a. Send out IEC 5-Year Memo/Template- January
  - b. Deans/Directors submit 5-Year February 21th
  - c. IEC meetings February 21, 28, March 7, 14, 28
  - d. Final proposal to PRAC April 4
  - e. PRAC Approval Mid- April
  
- G. Additional discussions
- H. Adjourn

## 2018 Institutional Equipment Committee

### Definition of Funding Sources

#### **Lottery Funding/Proceeds**

The Lottery's mandate, as defined in the California State Lottery Act, is to provide supplemental funding to California public education at all levels. K-12 education, Community Colleges, the California State University, the University of California and other educational entities all benefit from Lottery proceeds.

All segments of public schools receive the same per pupil funding level from the Lottery based on the average daily attendance of students in each school district. Since 1990, some districts, especially smaller school districts and higher education, have used funds for computer labs, teacher workshops and science programs, as well as art and music. Lottery proceeds can be used for instructional operating supplies.

#### **CDBG Block Grant for Deferred Maint / Library / and Instructional Equipment**

Each year the college receives a block grant for funding. Each year the college determines the percentage of funding to go to each line item within the three categories. Dollars cannot be used for warranties, maintenance agreements or operating supplies.

Dollars cannot be used for repairs but can be used to buy "used" equipment with certain qualifiers.

Dollars can be used for library books without bidding, as library books are bid exempt per educational code.

#### **Measure B Bond Proceeds**

Can be used for instructional equipment or other types of equipment.

NO warranties, maintenance agreements or operating expenses.

must be purchased at \$500 or more in value per item per IRS code and it has to meet the minimum 5 year life expectancy of the bond note.

NO used equipment

NO repairs

NO Service Plans

Must be tied to an academic program, existing program of study approved for college.

NO Library BOOK or Materials (case law precedent rendered 12-13-2016 articulating these items as supplies)

#### **General Fund / Unrestricted fund**

No restrictions

Must get allocated to your department

must follow traditional bid guidelines

#### **AEBG Funding** (Beth Pratt has more detail on this funding stream)

<http://aebg.cccco.edu/portals/1/docs/reporting/Allowable%20Uses%20Guide%20nk%20v5.pdf>

#### **CTE Funding** Includes Strong Workforce and Perkins

Must be clearly occupational and have Advisory Board meetings. SW approved through SWAG applications

## 2018 Institutional Equipment Committee

### **ALL FUNDING TYPES**

Should be on your Program review, either full or mini review

Should be allocated by Instructional Equipment Committee and PRAC accordingly