

ID#	Unit	Department	Resource Need (Personnel / Equipment / PDS)	Resource Type	Description	Funding Source	Ongoing Amount	One-time Amount	Date Received	Expiration Date	Requestor	Justification
322	Administrative	Business Services	Personnel	Classified	5 FTE Additional Clerk in Business Services EMP Goal #1, #2, #5 This request seeks 5 FTE of an Account Clerk to be able to meet increased service needs in the Business Service office based on departmental demand.		44,000	-	10/2/2025	10/3/2027	Jenja Tharchin	Due to increasing demands of the Business Services Office, the unit is in need of additional accounting/financial support for the following functions: • Facility Space Usage (Internal/external use and rental) • Accounting support to the Business Services Supervisor and Vice President • Assist with the effective accounts payable processing/invoices. • Business procedure literature (assist in content development and document management) • Serve as purchasing support for all internal Business Services Office operations
445	Administrative	Maintenance & Operations	Personnel	Classified Grounds Worker, Lead	With the opening of the new Brentwood Center there is a need for a new permanent grounds worker to maintain the grounds at the Center. This request is for 1 additional FTE of a Grounds Worker Lead to be primarily assigned at the Brentwood Center and assist with the Pittsburg location as needed for coverage	Fund 11	85,828	-	10/2/2024	10/2/2026	Jarrod Holcombe	The Grounds Department is responsible for upkeep of the college's outdoor spaces, including lawns, trees, shrubs, flowers, and irrigation systems. This work affects the overall appearance of the campus and the outdoor learning environment for students. The opening of the new Brentwood Center added to this department's workload without additional staff or resources. Due to insufficient manpower at Brentwood, LMC Pittsburg has relied on overtime to partially maintain the campus, resulting in \$48,000 of overtime costs for the 23/24 fiscal year. While the overtime has had minimal impact on the overall aesthetics of the campus, a full-time employee is necessary to significantly enhance the exterior appearance of the site.
446	Administrative	Maintenance & Operations	Personnel	Classified Equipment Maintenance Worker	With the opening of the new Brentwood Center, KAC and Student Union there is a need for a new permanent Equipment Maintenance Worker to maintain the new building at the Pittsburg location and the new buildings at the Center. This request is for 1 additional FTE of a Equipment Maintenance Worker to support the Pittsburg location and the Brentwood Center as needed.	Fund 11	83,737	-	10/2/2024	10/2/2026	Jarrod Holcombe	The Maintenance Department is tasked with maintaining and repairing the buildings and their systems. This work directly impacts the educational environment experienced by our students and can impact their success. When the new Brentwood Center, KAC and Student Union opened this increased the amount of square footage that was added to the department's daily mission. This new 120,000 gross square footage (GSF) was added without any additional staff or resources to maintain the buildings limiting the ability of the buildings to offer their services to students consistently.
447	Administrative	Maintenance & Operations	Operating	Facility Improvement	To ensure a safe and conducive learning environment, we propose replacing all student furniture in the library. This will include chairs, tables, and desk spaces. A committee will be formed to evaluate our campus's current and future needs and select furniture that aligns with these requirements. Areas to be considered include the main library, conference rooms, and breakout spaces.		-	394,952	10/2/2024	10/2/2026	Jarrod Holcombe	The Maintenance & Operations Department is requesting funds to replace all student furniture in the library, including chairs, desks, and tables. This replacement is necessary to ensure the safety of the learning environment. Additionally, much of the current furniture is over 20 years old and no longer complies with California code regulations. This outdated equipment poses safety risks to students and staff, and it hinders the college's ability to provide a modern and comfortable learning environment. By replacing the furniture, the college can improve student satisfaction, increase productivity, and enhance its overall aesthetics. This request is in line with Goal 5: Strengthen institutional effectiveness and streamline operational processes.
448	Administrative	Maintenance & Operations	Operating	Facility Improvement	To ensure a safe and conducive learning environment, we propose replacing all student furniture in the science building. This will include chairs, tables, and desk spaces. A committee will be formed to evaluate our campus's current and future needs and select furniture that aligns with these requirements. Areas to be considered include the main library, conference rooms, and breakout spaces.		-	366,169	10/2/2024	10/2/2026	Jarrod Holcombe	The Maintenance & Operations Department is requesting funds to replace all student furniture in the science building, including chairs, desks, and tables. This replacement is necessary to ensure the safety of the learning environment. This outdated equipment poses safety risks to students and staff, and it hinders the college's ability to provide a modern and comfortable learning environment. By replacing the furniture, the college can improve student satisfaction, increase productivity, and enhance its overall appearance. This request is in line with Goal 5: Strengthen institutional effectiveness and streamline operational processes.
480	Administrative	Planning and Institutional Effectiveness	Personnel	Classified	Local LMC Research Analyst/Regulator Classified - Grade 68 & 9 FTE We are requesting a dedicated research analyst position to strengthen our ability to make research-based decisions and evaluate equity initiatives more effectively. The current centralized District research model limits real-time collaboration with local departments, the Planning and Institutional Effectiveness Office, and the Office of Diversity, Equity, Inclusion, and Belonging. A campus-based analyst would directly support the implementation of the Student Equity and Educational Strategic Plan by: 1) Supporting broad college initiatives such as SES, ANAPI, LIBTO, Grant, Dream Resource Liaison Support Funding, and other equity-funded projects. 2) Assisting programmatic initiatives like the Student Athlete Academy, Bring Your Own Brain, and program review-driven departmental projects. 3) Disseminating clear, accessible research and outcome data to inform decision-making around student support and instructional strategies. This request aligns with the program review for the Office of Planning and Institutional Effectiveness by expanding the college's capacity for data-informed decision-making, directly addressing institutional goals for equity, student success, and continuous improvement. Additionally, the position would directly support the implementation and evaluation of our educational strategic plan and student equity plan through the support of every individual departmental program review on campus.	Student Equity Plan Funding	117,236	-	8/29/2025	8/29/2027	Ryan Holstman	This position will advance Goal 3 of the Planning and Institutional Effectiveness Office: "Oversee institutional effectiveness and facilitate research analysis as a means of continuous improvement." It will also directly support the Student Equity Plan by providing dedicated analytical support for initiatives such as SES, ANAPI, LIBTO, Grant, Dream Resource Liaison Support Funding, and other equity-funded projects. By increasing the college's local research capacity, this role will ensure that equity-driven strategies are informed by timely, accessible, and actionable data that will benefit both prioritized student populations and the broader student body through evidence-based practices.
Administrative Total							390,801	761,121				
333	Instructional	Art, Humanities, and Philosophy Department	Operating	Facility Improvement	40 chairs for instructional use (ceramics and sculpture lab) Goal 5 CC3-316/327 - The chairs in the ceramics and sculpture studios were replaced and are showing some wear and tear, we would like to replace 40 chairs that are shared amongst this studio. This aligns with our program review "Maintain safe and effective labs through appropriate resources, ... classroom and office furniture..."		-	33,000	9/27/2023	9/27/2025	Eric Sanchez	CC3-316/327 - The chairs in the art studios lab have been recycled from nursing when they used to be located on the 4th floor of the college complex. (For example we have some that are covered in another material or tarp to be usable for students) We have discovered that this style of store works effectively for the ceramics program, and we would like to continue having something comparable for that lab. Excerpt from Program Review: Goal 5: Effectively utilize institutional resources to meet the needs critical to the College mission. (District #4 and #5): Maintain safe and effective labs through appropriate resources; classroom technology, window coverings, lighting, podium projector and sound stations, classroom and office furniture, props and supplies for instructional materials for demonstration and lectures.
350	Instructional	MESA	Personnel	Classified	MESA Program Administrative Assistant III/ EMP 1.1.1.5.2.1.2, 3.3.5.3.2, 3.3.4.1.4.6.5.1 Increase of MESA Administrative Position from 50% to 100% permanent, paid by MESA	State MESA Grant	88,141	-	10/5/2023	10/5/2026	Briana McCarthy	Currently MESA has a full-time director and a temporary 50% part-time administrative assistant supporting 400+ students. We would like to request a permanent full-time administrative assistant paid for by our expanded grant funds. In FY 23-27, we have a budget of \$1.7+ million. With this ongoing money and the ability to enhance support for our students in the program, we have an urgent need to increase our staff to grow capacity and bolster support. This hire would come at no cost to the college, as it would be funded entirely by MESA money. MESA is a model program for Guided Pathways and the backbone of the STEM pathway at LMC. We have been implementing strategic success interventions for our 34+ years at LMC. With recent increases in funding, we hope to grow in our Guided Pathways Success strategies as well to help serve our students and the college's goals. MESA serves both MESA only students and STEM students in the center for learning, workshops, and other course support services. Our success in part can be demonstrated through application and transfer data: In Spring 2023, 40% of LMC applications from LMC were STEM and the majority of those applications were MESA. MESA also successfully transferred 45 students in one year completed in 2023. Historically, the course success rate of MESA students (81% in Spring 2023) has been higher than that of the college, which is notable considering the coursework for a STEM major is considered particularly rigorous. MESA currently serves 400+ students as members of the learning community. However, our tutoring center, workshops and outreach serve a greater STEM student body. We are the STEM hub and center of the STEM pathway of the campus. Our administrative assistant not only maintains our records for our state contracts, but also our STEM events including but not limited to STEM symposium, STEM day, STEM tutoring, MESA Speaker Series, Transfer Workshops, and MESA Retreat. For our state grant, each of our students must maintain a permanent contract and paper file while in our community. There are over 1000 files in which our administrative support needs to work overtime to meet all of our needs in our community. Lastly, with more thorough administrative support, we hope to enhance our ability to support college goals and prioritize Black student success, as it is called for in the 22-25 LMC Student Equity Plan. A large part of tracking retention and success is managing applications, contracts, and data and maintaining an up-to-date cohort list for a 400+ student program, which is performed by the administrative assistant. In order to maintain our current functions, but grow to our potential as our funding expands, we request to have full-time administrative support for our MESA program.
361	Instructional	Fire Technology	Personnel	Classified	Fire Academy Coordinator (Project Coordinator I) (Prof Expert) 40J/EMP Goal #3 & #4 The previous fire academy coordinator recently retired. The current fire tech chair already has a full instructional load and while the chair is able to support a new Fire Academy Coordinator, the chair doesn't have the load available to do coordinate the program. Additionally, the chair is currently coordinating efforts for the dual enrollment fire tech courses which due to multiple changes in faculty availability throughout the semester, makes it arduous to coordinate both dual enrollment, which are primary to the chair's role, as well as the fire academy.		-	64,911	10/6/2023	10/6/2025	Dennis Franco	The California State Fire Training Accredited Regional Training Program standards require that the College appoints an administrative officer with a minimum of five years of fire service experience to manage the Fire Academy. While the fire tech department chair meets that requirement, he does not have the capacity given his current duties and assignments to coordinate the Fire Academy and due to limitations, hasn't coordinated the program for several years. By hiring a coordinator that works in cooperation with the fire tech chair to manage the highly technical and regulated program, additional funds are needed to have lead supervision on the Contra Costa Fire Protection District (CCFPD) training grounds at all times throughout the Academy as well as assigned lead instructors and assistant instructors to each specific Academy evolution such as auto extrication, wild land fire training, etc. This will ensure compliance not only with CCFPD requirements but also with our contract with the CCFPD partners.
367	Instructional	Child Development	Personnel	Classified/Student	Early Childhood Educators Specialist three of them for 7 weeks (Classification \$500.14 hr) Student workers: 1588 hr, EMP#2209684 a cohort of equity, diversity, inclusion, and racial justice. And on Page 37 of the EMP from the Environmental scan where it says: Expand childcare services at times that courses are scheduled. From a survey completed this semester 75% of the families of the Child Study Center would like the center to be open for the summer while they continue with their coursework. Of those families 78% are POC and 26% specifically are Black/African American. We know that providing childcare for parents who are students supports their success with their coursework. We are proposing a 6-week summer session that aligns with the 6-week summer school session. The EMP goal number 3.4 "To utilize data to identify practices, prioritize actions, and allocate resources that address institutional inequities and achievement gaps for Black, indigenous, people of color (BIPOC), marginalized/marginalized, disproportionately impacted, and historically underserved/underrepresented groups." In addition in the EMP with environmental scan it reads, "Expand childcare services at times that courses are scheduled." Our program review goal that aligns with this request is: To offer a summer childcare program using classified professionals and student interns.		64,434	8/20/2025	8/20/2027	Angela Fantuzzi	Both the college per the EMP and the ECC department per program review wants to increase the time that we are offering childcare during school sessions. This means adding a summer school program. In addition, our families have expressed a need for this service. Based on the survey data, to serve these families, we would need the following child care spaces. An infant care program that accommodates 7 infants. However we would have 15 with this funding which will allow a new family to enroll in the infant program. A toddler and preschool program that accommodates 20 toddler and preschool children, however we would have 36 spaces which would allow 6 new families to enroll their children in the toddler/preschool program. To be able to accommodate this need we would need to be able to hire 3 Early Childhood Educators Classified Professional 13 student interns that work 20 hours per week. The total employment cost would be \$48,434. The net income from tuition would be \$34,960 The balance would 29,474.	
381	Instructional	Library - Brentwood	Personnel	Faculty NYT	This request is to increase staffing by 20 adjunct hours per week.	Fund 11	10,800	-	3/12/2024	3/12/2026	Alliah Moore	This covers the ongoing cost of the wage increases over the last few years and includes the new cost of operating the Brentwood Center library during the six week summer session.
382	Instructional	Library	Personnel	Faculty NYT	This request is to increase staffing by 24 adjunct hours per week.	Fund 11	12,960	-	3/12/2024	3/12/2026	Alliah Moore	This covers the ongoing cost of the wage increases over the last few years and includes the new cost of operating the Brentwood Center library during the six week summer session.
383	Instructional	Office of Instruction	Operating	Supplies	This request is for instructional materials and supplies for the VP to distribute as necessary to CTE and Math & Science programs, as well as the Library.		-	100,000	3/12/2024	3/12/2026	Alliah Moore	This request is justified by the following goal: Goal 4. To better support students in accomplishing their academic and career goals - from entry to completion/transition - and to enhance course-level and program-level achievement, expand and deepen educational, workforce, and community partnerships
387	Instructional	Nursing	Personnel	Professional Expert	UN lab asst. instructor, Elsevier #360 bundle, & Mentorship Orientation Program. The requested items for this semester aligns with broader goals of promoting equity, diversity, & inclusion in education, preparing students for high-demand fields, maximizing student success, & strengthening educational partnerships. It's an investment that benefits students but also contributes to the overall improvement of the nursing workforce and healthcare system.	Fund 11	16,500	-	3/11/2024	3/11/2026	Margarene Hicks	
388	Instructional	Nursing	Operating	Other	#360 bundle from Elsevier Elsevier, Sharp, adaptive quizzes, NGN unfolding case studies, Shadow Health (virtual clinical simulation), Simulation Learning System, skills videos and checklists, NESI fundamental and exams, NESI specialty exams, NESI Compex, NESI and exams, 3-day live NCLER review. The requested items for this semester aligns with broader goals of promoting equity, diversity, & inclusion in education, preparing students for high-demand fields, maximizing student success, & strengthening educational partnerships. It's an investment that benefits students but also contributes to the overall improvement of the nursing workforce and healthcare system.	Per Semester >>>	32,000	-	3/11/2024	3/11/2026	Margarene Hicks	Goal 1, 2, 3, and 4. The #360 bundle from Elsevier provides all students with the necessary learning resources that benefits various learning styles of all adult learners of any age, which promote knowledge retention to higher order thinking to clinical judgment application needed for entry level competency and NGN NCLER licensure success. The bundle is more cost effective than a 4+ carts, and supports students from beginning to graduation with live NCLER review. The NCLER pass rate improved from 49.6% to 75%, dipped to 75%, and jumped to the high 90s 3 years in a row since 2021 since the use of Elsevier products and faculty training. Graduates are employed within 3-6 months after passing the NCLER. Teaching & learning resources from the bundle allows academic integrity and will reflect true knowledge of students compared to test banks from textbooks that leaked throughout online. The complexity of NGN test item writing takes time to create as experienced by program director during her volunteer with NCLER for NGN test item writing in 2 consecutive years. The #360 bundle is worth the investment for students to ensure success and competency in nursing practice in taking care of the people of our community, our loved ones, and graduates.
392	Instructional	VocTech/Automotive	Operating	Equipment/IT Hardware/Software/Supplies	Resources including Transmissions, engines, EV training safety equipment, Blast cabinet etc. are in need of a one time refurbishment. In these cases the training resources are in use but in need of refurbishing. 15 years of that use have left many training resources in poor condition. Adjusted kits, gauges HK, and EV safety certification will bring these training aids back to good working order. consumables including refrigerant, Machining oil, Valve seats and guides, wheel weights etc. are large on item purchases that service the program's 15 to 20 students at a time and do not fall into a yearly supply budget.		-	32,500	3/11/2024	3/11/2026	Jason Dearman	Additional resources and new SMARTs have been added & added to our program review. Goal 1: These new courses are in need of resource refurbishment and long term consumables to offer them at an increased rate. the new 2024 full time hire will increase the load on the lab and further increase the wear and tear on various resources listed here.
396	Instructional	Library	Personnel	Faculty NYT	Academic Year Adjunct librarian. This request is to increase the staffing for the library by 15 hours/week/semester.	Fund 11	43,200	-	3/12/2024	3/12/2026	Alliah Moore	This covers the ongoing cost of the wage increases over the last few years and includes the new cost of operating the Brentwood Center library during the six week summer session.
399	Instructional	Distance Education	PD	Online Learning	DE Peer Online Mentoring Program. LMC's Peer Online Mentoring Program provides instruction with training to design quality online courses that are on the CVC CXC Exchange. The larger goal of the program include helping LMC faculty develop effective, equitable, and accessible online courses increasing retention and success rates, closing equity gaps among LMC's online students, and building a community of practice around high-quality online teaching at LMC.		-	67,000	3/11/2024	3/11/2026	April Nugent	As a member of the CVC-CE Consortium (California Virtual Campus-Online Education Initiative), Los Medanos College was required to develop a local Peer Online Course Review (POCR) program to help faculty align fully online courses to the CVC-CE Course Design Rubric. The distroactive quality of the POCR program is a key component of the consortium's efforts to improve the quality of online education. The courses are part of one of the consortia partners: ADT, GE CSU or IGETC or CTE program. LMC POCR is an in-depth professional development opportunity that supports faculty in self-reflective practices that transcends already existing courses to towards alignment with the CVC Rubric. Faculty participate in 6 week workshops where they are paired with a peer mentor who supports them in the alignment process. The goals of the program are to provide training for faculty in developing quality courses that align with the accessibility requirements of Section 508 of the Federal Rehabilitation Act of 1973. The larger goal of the program includes helping LMC faculty develop effective, equitable, and accessible online courses increasing retention and success rates, closing equity gaps among LMC's online students, and building a community of practice around high-quality online teaching at LMC. Budgeted courses on the CVC Exchange appear first on the CVC Exchange and experience high enrollment. Aligns with Guided Pathways Pillars 8 and 11 and helping students stay on path and finish their path. POMF Summer Cohort 2024: [4 Mentors at \$1,500 OAS per mentor + \$6,000] plus [4 Mentees at \$2,500 OAS per mentee + \$10,000] Total = \$32,000 POMF Fall Cohort 2024: [8 Mentors at \$1,500 OAS per mentor + \$12,000] plus [8 Mentees at \$2,500 OAS per mentee + \$20,000] Total = \$52,000 POMF Spring 2024: [4 Mentors at \$1,500 OAS per mentor + \$6,000] plus [4 Mentees at \$2,500 OAS per mentee + \$10,000] Total = \$32,000 Final Review Team: 3 Faculty Reviewers x 16 hours = \$12,520 Project Total = \$67,000
403	Instructional	Math Tutoring Center	PD	Supplies	Math Help Visibility. LMC Math Peer Tutors, while working to support math learner success and confidence, have difficulty being distinguished as tutors separate from visitors/tutors (all being LMC students themselves). A utility-based apron uniform will increase the quality of math support student interaction and consequently improve short/long term math student outcomes.		-	1,500	8/19/2025	8/19/2027	Mylics Crain	All LMC Math Peer Tutors are themselves LMC students. When they "check-in" to work at tutors, they all look like students. This makes it very difficult for LMC Math Peer Tutors to be distinguished from the visitors/tutors seeking help with math performance, success, and confidence. We hope to acquire branded Math Help work aprons (similar to other service industry) that will appropriately increase the visibility of LMC Math Peer Tutors on both the Brentwood campus and the Pittsburg campus. This "uniform" will also create a more welcome support environment, strengthening the math support experience across both campuses. Additionally, we will have time for students seeking math help, and support materials available and to delivery of math tutoring, thus increasing the quality of math support interaction and improving math student outcomes overall. These supplies are not acquirable through other resources. Estimated expense includes branded work aprons, magnetic name tags, and clipboards.
406	Instructional	Biology - Brentwood	Personnel	Student Hourly	Funds to meet increased number of Biology courses at Brentwood Campus. This request is to meet the SMART goal#1 and 2 of the Biology Program Review. Goal 1: Continue to develop and implement STEM and/or pre-health baccalaureate for pre-biology courses that includes skills useful to students when they transfer and enter the workforce. Goal 2: To meet student demand, expand the number of sections of our courses at both campuses. To achieve these goals, we must meet the supply needs of current and future lab curricula offered at Brentwood campus and is showing a promising increase. This request is for funds for purchasing general supplies and hiring more student workers till get more support staff.		7,200	-	3/4/2024	3/4/2026	Sandhya Bhathnagar	This request is to meet the SMART goal#1 and 2 of the Biology Program Review. Goal 1: Continue to develop and implement STEM and/or pre-health baccalaureate for pre-biology courses that includes skills useful to students when they transfer and enter the workforce. Goal 2: To meet student demand, expand the number of sections of our courses at both campuses. To achieve these goals, we must meet the supply needs of current and future lab curricula offered at Brentwood campus and is showing a promising increase. This request is for funds for hiring more student workers till get more support staff.
409	Instructional	Biology - Brentwood	Personnel	Classified	Biology Laboratory Technician. This is to request for a technician for Biology laboratory at Brentwood for the evening classes. The technician will support the classes in the evenings and provide help in other housekeeping tasks in the Biology preparation room. This will support the instruction as well as let us continue our evening courses at Brentwood Center.		62,368	-	2/15/2024	2/15/2026	Sandhya Bhathnagar	This is to request for a technician for Biology laboratory at Brentwood for the evening classes. The technician will support the classes in the evenings and provide help in other housekeeping tasks in the Biology preparation room. This will support the instruction as well as let us continue our evening courses at Brentwood Center. This request is to meet the SMART goal#1 and 2 of the Biology Program Review. Goal 1: Continue to develop and implement STEM and/or pre-health baccalaureate for pre-biology courses that includes skills useful to students when they transfer and enter the workforce. Goal 2: To meet student demand, expand the number of sections of our courses at both campuses. To achieve these goals, we must meet the lab support needs of current and future lab curricula offered at Brentwood campus and is showing a promising increase. This request is for funds for hiring support staff.

ID#	Unit	Department	Resource Need (Personnel / Equipment / PDS)	Resource Type	Description	Funding Source	Ongoing Amount	One-time Amount	Date Received	Expiration Date	Requestor	Justification
410	Instructional	Chemistry	Operating	Equipment	Chemical Research and Recruitment. Provide chemicals and materials for research projects, high school demonstrations and boot camps. To provide chemicals and materials for Chem 36 and 28, to allow students to propose and complete chemical research projects, for the STEM Symposium and their coursework. Additionally, to recruit high school students to dual enrollment and enrollment at LMC, chemical demonstrations are provided through on-campus presentations.	-	1,790	-	3/6/2024	3/6/2026	Julia Hubbard	The Chemistry department would like to increase enrollment and research experiences for our students at through Brentwood and Pittsburg campuses. In order to do this, we have provided new instrumentation (IR and NMR) for Brentwood (EMF goal 2 & 5), research opportunities and tours. We are currently providing research opportunities at both campuses and have introduced research into all sections of Chem 36 at both campuses (5 sections in SP 24). We hope to involve more of our Chemistry students with research opportunities. These research experiences increase and maximize equitable opportunities for students (EMF Goal 2). By understanding the research process, students can pursue high demand and high wage professions (EMF Goal 3) in STEM. Students will be better prepared when entering 4-year colleges and postgraduate work. Additionally, we support and encourage students with two Chem 45 bootcamps, the high school student tour, and eight semester long Chemistry sections that past academic year. We have provided this support with no increase in the Chemistry budget. Providing chemical demonstrations for high school students will lead to an increase in dual enrollment and application to LMC enrollment (EMF Goal 4). Boot camp experiences empower students to become more engaged with their instructor and their course at the beginning of the semester. With hopes of continued and expanded support for students, we need a sustainable and reliable source of funding. When students have agency in research activities, students can become more engaged in the scientific method through their research cohort. Empowering laboratory activity, enjoyable group dynamics and supportive faculty guidance will increase student retention and growth. Undergraduate research is a strong predictor of continued academic persistence, increased interest in and pursuit of graduate school (EMF Goal 1 & 2 and 5).
414	Instructional	Workforce & Economic Development	Personnel	Classified Program Coordinator	In spring 2024, the Workforce & Economic Development (WED) department lost a program coordinator (person and FTE) due to reorganization for divided Pathways student success coaches. This left WED with a substantial loss in executing its mission of increasing work-based learning opportunities, support CTE outreach, support for event planning the Manufacturing Day, and support for enrolling students in specialized programs such as automotive apprenticeships, the newly formed ICE apprenticeships as well as efforts to develop new apprenticeships and related programming. This position will take on these efforts once again. The position will also ensure substantially supporting CTE career fairs and CTE program advisory boards. WED is seeking to replace this lost FTE with a new FTE using grants and categorical funding to support the cost of salary and benefits. We propose to use the \$14 grant initially, combined with Strong Workforce and then once the K-16 grant is expended, move the position fully to Strong Workforce.	6-16 Grant & SWP	101,085	-	10/5/2024	10/5/2026	Dennis Franco	As stated above, this position will assist with achieving: Goal 1: Grow existing LMC programs or assist with developing new programs that support workforce needs. We see apprenticeships being a burgeoning opportunity both for the College and more important for students and employers. However, there is a great deal of work required to interface with employers, students, and third party apprenticeship sponsors. This position will support this new and developing work. This position will also support CTE outreach when needed, event planning such as industry-specific career fairs, and support for the various advisory boards required of CTE programs. Goal 2: Work with intentionality toward breaking down bureaucratic obstacles that are barriers to student access, retention and completion to ensure students are qualified and able to meet the workforce needs of the local, regional and state economies. It was happening under the previous position and we are looking forward to this position taking the complex enrollment and registration process for our CTE programs in general, but more specifically with apprenticeships in our automotive program, ICE program, and any other apprenticeships that are developed in partnership with employers and third party sponsors.
431	Instructional	Biology	Personnel	Student Hourly	The Biology department is requesting an increase to our student worker budget, to keep up with the increases in mandated hourly wage.	Fund 11	29,205	-	10/4/2024	10/4/2026	Jennifer Fay	Our student worker funding was reduced in FY2021-21 during the pandemic and has remained unchanged since then. In the last few years, we have continued to offer more sections of classes, and the minimum wage has increased each year. The following request approaches, but does not exceed, the number of student work hours we were able to schedule before FY2020. In our Anatomy courses, student workers have traditionally been employed during lab class time because of the need for additional supervision when cadavers are being dissected. In BIO 20 and BIO 21, where independent research is a large component of the course and each group of students is conducting a different experiment, student workers have been invaluable in assisting both students and instructors. Instructors have anxiously reported that the experience and outcomes of the enrolled students are greatly enhanced by the presence of an in-lab student worker. We would also like to continue to offer this valuable work experience to our student employees. The Biology department is requesting funding to pay for the following student worker hours: To assist BIO 40: We are requesting funding for 5 student workers, one for each section of Anatomy, to be scheduled 7 weeks, 15 weeks per semester: 2 semester pay fiscal year, for a total of 1500 work hours. To assist BIO 40 and BIO 21: We are requesting funding for 12 student worker per week across all sections for both Spring and Fall 13 hours x 15 weeks x 2 semesters = 360 work hours per fiscal year. To assist Science Laboratory Coordinators: We are requesting funding for 12 student work hours per week, to assist with glassware washing, lab housekeeping, and instructor assistance for evening classes. 12 hours x 15 weeks x 2 semesters = 360 work hours per fiscal year. Total hours per fiscal year: to be staffed in Pittsburg: 1770 The California minimum wage is scheduled to increase to \$16.50 on January 1, 2025. Total funding request for FY 2024-2025: \$29,205.
433	Instructional	Physical Science	Operating	Equipment	Provide chemical resistant storage cabinets, secondary containers and carts allowing to support the increased number of students in Chem 06/07, 25/28 and 29 courses. Provide a food bin for research projects in Chem 28 and Chem 29 labs which allows students to propose and complete chemical research projects for the STEM Symposium and their coursework. This fund aligns with our EMF in three ways: EMF goal #2 to meet student demand, expand the number of sections at both campuses, EMF goal #4 - to better support students in accomplishing their academic and career goals and to enhance course-level and program-level achievement, expand and deepen educational, workforce and community partnership. EMF goal #5 - effectively utilize institutional resources to meet the needs critical to the college mission to achieve those goals we must meet the equipment, maintenance needs of current and future lab curricula at the department and college-wide level.	-	3,000	8/27/2025	8/27/2027	Triedelinger Nassat	This one-time fund is to purchase 4 chemical-resistant cabinets to store outgassing agents, toxic substances, nitric acid and flammable solids separately from the rest chemicals in the chemical storage area. Purchasing 6 more carts allows to prepare 2 more labs ahead of time. A food bin/drawer is crucial to the research project in Chem 28 and 29 labs, closest. Secondary containers for the chemical storage cabinet, above the stockroom floor EPA and OSHA chemical storage requirements of the need for secondary containment, which provides a back-up containment method to prevent hazardous spills in the event a primary containment method fails.	
434	Instructional	Art	Operating	Equipment	Request to purchase a large-format vinyl printer/cutter. This would allow for art students to design and bring those designs to life to prepare them for in-demand jobs in design and print or prepare them for transfer to graphics communication. This would also allow the art department to continue to partner with multiple departments on campus to improve signage around campus and promote the programs to support enrollment. Some examples of the vinyl projects currently supported by the art department include the columns in the College Complex, the water fountain wall by the gym and the mosaic on the glass in the Center for Academic Support.	-	25,000	10/7/2024	10/7/2026	Cesar Reyes	Request to purchase a large-format vinyl printer/cutter. This would allow for art students to design and bring those designs to life to prepare them for in-demand jobs in design and print or prepare them for transfer to graphics communication. This would also allow the art department to continue to partner with multiple departments on campus to improve signage around campus and promote the programs to support enrollment. Some examples of the vinyl projects currently supported by the art department include the columns in the College Complex, the water fountain wall by the gym and the mosaic on the glass in the Center for Academic Support.	
437	Instructional	Dramatic Arts	Operating	Equipment	Update the lighting in the theater. With a lighting update, we'll be able to keep LMC students that are currently choosing our sister schools because of the advanced technology in their theaters. We would reduce the amount of time spent on leaders changing colors improving safety and giving our students access to industry-standard equipment. This would support our production and stagecraft classes where students are prepared for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater. The new lighting would also be more energy efficient, saving the college money on energy usage.	-	150,000	10/7/2024	10/7/2026	Cesar Reyes	Update the lighting in the theater. With a lighting update, we'll be able to keep LMC students that are currently choosing our sister schools because of the advanced technology in their theaters. We would reduce the amount of time spent on leaders changing colors improving safety and giving our students access to industry-standard equipment. This would support our production and stagecraft classes where students are prepared for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater. The new lighting would also be more energy efficient, saving the college money on energy usage.	
438	Instructional	Dramatic Arts	Operating	Other	Replacement of existing sinks in the theater. The current sinks do not have a paint trap and often cause water to overflow through a drain in the floor causing unsafe conditions. The replacement would include a solids trap which would catch paint before it goes down the drain. This would support our production and stagecraft classes where students learn to build sets and prepare them for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater.	-	10,000	10/7/2024	10/7/2026	Cesar Reyes	Replacement of existing sinks in the theater. The current sinks do not have a paint trap and often cause water to overflow through a drain in the floor causing unsafe conditions. The replacement would include a solids trap which would catch paint before it goes down the drain. This would support our production and stagecraft classes where students learn to build sets and prepare them for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater.	
439	Instructional	Dramatic Arts	Operating	Other	Purchase of storage sheds for the theater. Currently, there is not enough space to hold all the props, costumes and set pieces. The additional storage space would open up space for instructional use instead of being used to store props, costumes and set pieces. This would support our production and stagecraft classes where students learn to build sets, props and costumes and prepare them for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater.	-	15,000	10/7/2024	10/7/2026	Cesar Reyes	Purchase of storage sheds for the theater. Currently, there is not enough space to hold all the props, costumes and set pieces. The additional storage space would open up space for instructional use instead of being used to store props, costumes and set pieces. This would support our production and stagecraft classes where students learn to build sets, props and costumes and prepare them for a career in theatre and live events or prepare them for transfer. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater.	
441	Instructional	Journalism	Operating	Other	Proposal to replace workspace furniture and seating in the journalism lab. This will replace all the aging/breaking furniture in the lab and make it more ergonomic. Students in the journalism lab spend long hours working on news projects. Replacing the furniture will support their work and help with instructional demonstrations in newspaper layout, increase Early College Offerings and General Enrollment. (EMF Goal 3). The computer lab is crucial to being able to offer courses to our faculty members. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater. The new lighting would also be more energy efficient, saving the college money on energy usage.	-	60,000	10/7/2024	10/7/2026	Cesar Reyes	Proposal to replace workspace furniture and seating in the journalism lab. This will replace all the aging/breaking furniture in the lab and make it more ergonomic. Students in the journalism lab spend long hours working on news projects. Replacing the furniture will support their work and help with instructional demonstrations in newspaper layout, increase Early College Offerings and General Enrollment. (EMF Goal 3). The computer lab is crucial to being able to offer courses to our faculty members. These resources make it possible to retain and increase enrollment by being able to teach the hands-on components of theater. The new lighting would also be more energy efficient, saving the college money on energy usage.	
446	Instructional	Child Development	Personnel	Classified	Two full-time 12-months Early Childhood Educational Specialist Intended Goals: 1. Offer a Summer Program: Ensure a fully qualified Early Childhood Education (ECE) specialist oversees LMC lab students during the summer program. 2. Increase Child Care Services: Expand full-time child care services to accommodate 20 families, representing a 25% increase in our capacity.	Fund 11 and CCAMPS	201,875	-	8/20/2025	8/20/2027	Angela Farnazzi	Before 2013, the Child Study Center (CSC) served infants full-time, 12 toddlers full-time, and 40 preschoolers full-time. In 2013, after being awarded the CCAMPS grant, we expanded our services to include 8 infants part-time and 12 toddlers part-time. Dr. Richard Longmire, the President of Los Medanos College at the time, supported making these positions permanent. The initiative proved successful. We had offered a summer camp for infants and preschoolers in 2022. Since then, the program has consistently operated at full capacity. Starting the summer program has been challenging because all our Early Childhood Education (ECE) specialists are contracted for 10 months. Our hourly employees can work the summer program, but their hours are limited by the hourly/professional expense restrictions on total hours and days worked per calendar year. To maintain any lab students in the classroom, we require a master-level teacher. However, finding a master teacher for a week-long program is unsustainable. The new staff highlights the need for more full-time services in the infant and toddler rooms. The CCAMPS grant can only increase services to 20 children in the morning, making it impossible for families with full schedules to receive full-time services. Budget permanent 1/1 hourly cost: For 1 full-time 12-months ECE Specialist Permanent at \$143,596 vs Professional Expert \$123,596 is a difference of \$19,279. Currently CCAMPS funds \$5,140 towards ECE expert.
448	Instructional	Knowledge/Mathematics	Operating	Equipment	Classroom / Baseball Field Tarp	-	9,000	10/8/2024	10/8/2026	Herman Salbu	The baseball field serves as our classroom, and inclement weather has caused numerous cancellations due to unsafe conditions. Without proper protection, such as a field tarp, rain and poor weather create hazards that force us to cancel sessions, disrupting the learning environment and delaying course progress. These cancellations impact student ability to stay on track, delaying their completion of coursework, certificates, and degrees. Additionally, when the weather permits, students often spend valuable tuition time getting the field in for use instead of focusing on achieving their student learning outcomes. This reduces the time available for instruction, further impacting their progress and engagement. A tarp would be a cost-effective solution that ensures a safe, reliable space for instruction, regardless of weather conditions. It will protect the field from damage and make the environment safer, minimizing injury risks and allowing for uninterrupted classes. By preventing cancellations and reducing the time spent on field maintenance, a tarp will improve consistency in instruction. This will enhance student retention, increase course completion rates, and ensure that students remain focused on earning their certificates and degrees without weather-related setbacks. Investing in this equipment is investing in student success.	
449	Instructional	Ethnic Studies and Social Justice Studies	Personnel	Temporary Hourly Media Services Specialist	We are requesting a one-time funding for a lab coordinator (media services specialist) as we work on integrating MetaQuest VR Engines as part of our curriculum for Ethnic Studies and Social Justice Studies. Depending on the funding options for future years, we hope this request can become one that is an ongoing request and the role can transition into one that simultaneously acts as our department program assistant and lab coordinator, especially as the department continues to grow to meet the demands and needs for CE courses in Ethnic Studies. Having a lab coordinator to help with the maintenance and training will allow us to encourage more of our faculty members to utilize them as components of their class curriculum.	-	1,000	10/7/2024	10/7/2026	Adrianna Simone	(FTE Seasonal Hourly Salary: \$1,000 (~45 hours) Ethnic Studies and Social Justice Studies requested and received funding in the 2024-2025 academic year for MetaQuest VR (goggles & classroom set). This is the first semester that one of the faculty members in the department is incorporating it as part of the curriculum for SJS/ENGL 135: Introduction to LGBTQ+ Studies. As we have been working with IT, it became apparent that a media services specialist would be useful. We anticipate paying them hourly starting at the beginning of each semester, about 10 hours, for training purposes during five weeks to work specifically with our faculty members). Then, we would like to offer additional hours throughout the semester to help with implementation during the weeks the goggles will be used in classrooms. The amount of hours will be determined by the amount of faculty using the devices each semester. It is currently working to check the power capabilities in CCT-227 as this is our department's general office space and where room has been made to secure the carts with all 40 goggles.	
456	Instructional	Ethnic Studies and Social Justice Studies	Operating	IT Hardware/Software	Metaquest for Education. Metaquest for education was just released in February 2025, and we are requesting to be added to all the Metaquest devices for our class set in order to run our paid programs across multiple devices that are registered under one account. This will allow the students a wider range of programs to run outside of the free educational ones that we have been utilizing.	-	12,000	3/5/2025	3/5/2027	Adrianna Simone	Metaquest for Education Add-on to VR Devices. The amount needed per device will depend on what additional information the Metaquest sales team provides for our college. I have been speaking with IT about the option and chromebooks across the room in order to access the paid programs at the same time in a single classroom with up to 40 students. According to their website, the estimated cost per device can be \$240 and up to \$300. I have estimated on the higher end and with the understanding that we might be able to get a larger educational discount since we are purchasing across for 40 devices.	
458	Instructional	Art	PO	Conference/Meeting	Funds to support professional development in the ART/HUMAN/PHIL department including conferences, software and supplies. This will support training in DEI and keeping up to date on latest processes and techniques in the related fields to support student success.	-	10,000	3/1/2025	3/1/2027	Cesar Reyes	Funds to support professional development in the ART/HUMAN/PHIL department including conferences, software and supplies. This will support training in DEI and keeping up to date on latest processes and techniques in the related fields to support student success.	
459	Instructional	Art	Operating	Supplies	ART - Materials for 2D courses. Materials to be used in the 2D area. Purchase of specialized ink, paper and other materials utilized in the process. This will help students complete courses within the art program and help general enrollment.	-	2,500	3/1/2025	3/1/2027	Cesar Reyes	Materials to be used in the 2D area. Purchase of specialized ink, paper and other materials utilized in the process. This will help students complete courses within the art program and help general enrollment.	
468	Instructional	Physical Science/Physics	Operating	Equipment	Physics Lab Equipment Upgrade (FAP 2024): \$1,900 to purchase upgraded lab equipment, specifically variable capacitor experimental apparatus, to supplement older, less versatile equipment currently on hand in Pittsburg. This would allow us to purchase 8 sets (Paco Scientific Basic Variable Capacitor, ES-9079) at \$199 each (plus tax, shipping).	-	1,900	2/24/2025	2/24/2027	Robert Moore	8 sets (Paco Scientific Basic Variable Capacitor, ES-9079) at \$199 each (plus tax, shipping). This request is in partial fulfillment of Goal 5 of physics program review, which is: Obtain \$20,000 total for equipment needs for physics labs in Pittsburg, including replacements for nearly obsolete interface boxes for our most physics labs using Paco equipment. A set of 10 boxes costs \$10,000. Other equipment needs have also been identified for 4 to 6 signal generators, digital oscilloscope disk labs, high-precision microscopes, light meters, sound meters, and high-quality electroscopes. This equipment would require another set (\$150,000). Action Steps: 1. Apply for R&P and any other Mini-Grants. 2. Work with the Foundation and Community Partners on possible donations. 3. Work with Business Office & R&P on P.F. 4. Order equipment once funding has been secured. Responsible Party(s): Robert Moore	
469	Instructional	Biology Lab - Brentwood	Personnel	Classified/Hourly	Biology Laboratory Technician. Currently we have one lab coordinator at Brentwood who preps all biology courses. This includes preps for Biol, Biol2, Biol20, Biol21, Biol3, Biol4, Biol5, and Biol20. The preps for each of these sections are different and they cannot be used across the sections. As such, this requires a lot of time to prepare to set up the room and to take it down at the end of each lab. As labs in the biology majors program (Biol20 and Biol21) are currently being revised to modernize the labs with more sophisticated equipment, and to include individualized research projects, having additional prep help is necessary. We would also like to expand additional biology classes with labs at Brentwood to meet student demand and need, as well as be able to offer enough sections to our two newly hired Brentwood biology faculty. This R&P is to request a part-time technician for Biology laboratory at Brentwood to assist our current lab coordinator in prepping labs and materials for research, especially for the afternoon/evening lab courses. This request is necessary to help with the Brentwood expansion as our capacity to hold more students in these lab spaces has increased and there is demand. We have hired the new faculty to teach these courses but without additional lab support we are unable to increase lab sections.	-	32,000	3/5/2025	3/5/2027	Jill Buchard and Kyle Haeble	Hiring a part-time technician to support our primary lab coordinator at Brentwood helps to meet the goals of the college and biology department. One of the biology program review goals is to continue to develop and implement STEM and/or pre-health lab curricula for our biology courses that includes skills useful to students when they transfer and enter the workforce (short goal #1). Modernizing our biology labs and introducing course offerings gives students opportunities and experiences that will help students build their skill sets which in turn contribute to their confidence in STEM and achievement of staying on the STEM path (EMF Goal #3) where there are a high demand and living-wage occupational fields (EMF Goal #3). To achieve these goals, our current lab coordinator needs support. In our second biology program review we set a goal to increase the number of lab sections and to include individualized research projects, with the opening of the new health sciences campus, the biology department has been able to do pre-health activities that were previously unavailable at the old Brentwood campus. However, these courses fill quickly and have long waitlists every semester. There is additional space and time, as well as newly hired Brentwood faculty resources, to offer more sections of these impacted courses. To achieve these goals, our current lab coordinator needs support to meet the current and future lab curricula offered at Brentwood campus. Continuing to expand biology course offerings at Brentwood helps us to effectively utilize institutional resources to meet the needs critical to the College mission (EMF Goal 5).	
470	Instructional	Biology	Personnel	Student Hourly	Related to BR04 471. Once models are purchased, they will need to be catalogued and prepared for circulation according to the library's standard procedure. Student Hourly 1 x	-	125	3/1/2025	3/1/2027	Joseph Buhman	Once models are purchased, they will need to be catalogued and prepared for circulation according to the library's standard procedure. The library estimates the time it takes library staff to prepare the models for circulation to students will cost ~\$125.00. Note: Per J.Buhman email on 8/29/25 #470 & 471 requested amount can be reduced in increments over multiple years if funding is limited. in example 10% for 3 years.	

Page 3 of 6

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Page 5 of 6

BIDS	Unit	Department	Resource Need (Personnel / Operating / PDS)	Resource Type	Description	Funding Source	Ongoing Amount	One-time Amount	Date Received	Expiration Date	Requestor	Justification
529	Instructional	Nursing	Operating	Other	U World NGR NCLER RN Test Practice The RN program at Los Medanos College serves a significant number of underserved students who face barriers in accessing costly but essential NCLER preparation resources. Historically, RN NCLER first-time pass rates were erratic in the 80% range, leaving many graduates struggling to secure licensure and employment in a timely manner. Beginning in 2021, the integration of UWorld practice exams alongside Elsevier's e360 bundle dramatically improved outcomes, with pass rates rising to the mid-to-high 90% range. Q3 July 1, 2025 - Sept. 30, 2025, we have 38 RN graduates from SP2025 at first time pass test takes of 100%.			15,152	10/3/2025	10/3/2027	Maryanne Hicks	With the drastic decrease in the RN Growth and Retention Grant, students are now required to pay out of pocket for the full cost of the Elsevier e360 bundle, which represents a significant financial burden. While this bundle remains essential, there is a critical need for additional support through UWorld, which reinforces clinical judgment and exam readiness. Providing UWorld access from the 4th semester through after graduation ensures continuity of preparation during the crucial transition from program completion to licensure.
Instructional Total							1,464,626	1,950,165				
321	Student Services	EDPS/CARE/ NextUp/BOEP	Operating	Facility Improvement	Relocate EDPS/Care/Next Up/BOEP EDPS is requesting a relocation of the department to a more open and student facing environment, one that would promote a sense and belonging. With the addition of the NextUp program, EDPS has outgrown our current space (SS-412). Creating space for disproportionately impacted populations would contribute to college effort to boost retention rates. This is in alignment with the EDPS 2020-2025 program review plan which outlined a plan to reinstitutionalize the following services to increase retention and success rates, study hall events, offer tutoring, and increase retention of all four programs.	NextUp		100,000	9/20/2023	9/20/2025	Carissa Craig-Hudleston	The current location for EDPS is in a suite originally designed to support three programs, 11 currently supports Six including EDPS, CARE, NextUp, BOEP CalWORKs, and Retention. To better support our students, and align with our program re311new goals of increasing retention rates for students w2 whom the EDPS programs we request to relocate to a larger, more open center that is similar to the Academic Support Center. With this location, EDPS could create a multi-functional space that includes 1. Open tables and computers to reinforce study habits and offer EDPS specific tutoring 2. Office for manager, private Space for coordinators to meet with students while discussing confidential material/ space for student mentors to meet with mentees, and space for meetings and/or counseling hours. 3. A refrigerator and mini food pantry to address food insecurity needs 4. A private entrance to offer evening hours to better meet the needs of our students and create more movement on site after hours 5. Lockers for temporary storage after hours and in a safe location.
384	Student Services	EDPS/CARE/ NextUp/BOEP	Personnel	Classified	EDPS currently serves over 570 students a semester, with one program assistant and three partial program coordinators, who support EDPS students in addition to BOEP, CARE, and NextUp students. As we expand our Student Mentor program, which aligns with our annual program review goals to increase retention and enrollment of students within our programs, we require an additional program assistant to develop our mentors and complete clerical duties in support of our program and students. With the addition of the NextUp program for former foster youth, our application window never closes and the level of verification and form tracking is beyond the capabilities of one program assistant.	50% 12-25-301065-649027-52120 50% 12-25-301065-643000-52120	76,172		3/18/2024	3/18/2026	Carissa Craig-Hudleston	EDPS, CARE, NextUp, and BOEP offer support and guidance to our most vulnerable populations. EDPS serves students who are low income and often first generation college students. CARE is a program under EDPS that supports single parent students who receive cash aid. NextUp is a new program under EDPS that supports current and former foster-youth students, and BOEP supports Black and African American males on campus through mentorship and connection. With four programs under one roof, we need the staff to support the retention and onboarding of these populations. The role of the program assistant is to support all of our clerical functions, such as serving as the first point of contact for students, processing applications, tracking verification with state and county agencies, providing oversight of the SANS grid for outlining counseling appointment scheduling and supervising and scheduling the student mentor program, sending out department wide communication to students in all four communities. With an additional program assistant EDPS, CARE, and NextUp could offer support at the Brentwood Campus as needed as well as provide coverage for training and outreach events the Senior Saturday. This position would provide training and lead the 13 student mentors in weekly discussions as well as create ongoing training programs for them. In addition, EDPS, CARE, and NextUp currently distribute roughly \$1,500 transportation and food vouchers. To relieve the burden on the cashier's office and in aligned with DVC and CCC EDPS departments, the EDPS office could purchase a safe and with a permanent dedicated staff could distribute, manage, and safely track the vouchers internally. Keeping in mind the strict budgetary restrictions our college is facing in the next few years, and in alignment with the new funding model, programs like ours support the college in overall FTE and program completion. The 2023-24 compendium states an EDPS allocation of \$1,408,534 with a guarantee of 90% of our funds based on students served, and overall EDPS enrollment is up by 25% from fall 2023. In addition, the State Chancellor's Office allocated \$577,980 of categorical funding to LMC for fiscal year 2023-21, with the promise of continued funding based on the number of foster youth the college serves and a guarantee of 75% of annual the past year's budget. Additionally, EDPS is looking to support formerly incarcerated students by applying for the Rising Scholars grant listed in the 2023-24 compendium. LMC currently does not have a program to support formerly incarcerated students on campus and this population needs the same level of support our other programs provide. While EDPS offers grants and pays for textbooks, the support students needs most come from the personal connections and inclusion our programs can provide. Formerly incarcerated students need to feel accepted and supported. They need an advocate and a structured support team dedicated to their success.
474	Student Services	Veterans Services	Personnel	Classified/Program Assistant	Program Assistant-Veterans Services. The Veterans Services Program is in need of a full-time program assistant.	VRC Grant Funds	96,537		2/28/2025	2/28/2027	Rick Hall	The Veterans Resource Center is staffed as an office of one. VRC Minimum Standards require a front-desk intake personnel position that is separate from the program coordinator. In addition, the Veterans Program Coordinator is not able to attend community veteran events, resources, and training without closing the VRC due to lack of staffing. Closing the center creates a barrier to access for our veteran, military connected, and prospective students. The LMC Veterans Resource Center has applied to serve as a site for VA Federal Work Study student's employment. The VA requires a permanent staff member to act as supervisor staffed at the VRC during the VA work study student employment hours.
476	Student Services	DSPS/ EDPS/ NextUP	Personnel	Classified	Instructional Assistant- hourly for English Instructional Assistant- hourly for Math Currently, DSPS and EDPS have struggled to find student tutors to meet student requests to support successful completion of English and Math requirements. This supports the college goals of English and Math completions to support SCF requirements and Equity plan goals for completion.	DSPS/EDPS	40,981		4/15/2025	4/15/2027	Virginia Richards / Carissa Craig	Finding student employees who are qualified and willing to work on campus in a shared DSPS and EDPS space to support our students. DSPS has previously had tutoring but has often struggled to find specific classes like statistics and new curriculum qualified tutors. English tutoring is also in high demand. DSPS, EDPS and NextUp often have a large shared student population needing support. We are planning to share the hourly responsibility to support hourly instructional assistant tutors within our allocations. DSPS and EDPS will split the total funding for the position. At DVC, DSPS and EDPS share instructional assistants for tutoring to support a larger number of students on campus. This shared tutoring support is a best practice in the community colleges.
479	Student Services	Kinesiology/Athletics	Personnel	Classified	Athletic Trainer 1.0 FTE I am requesting the addition of another athletic trainer. During our recent program review, it was noted as a significant concern that we currently have only one trainer responsible for supporting approximately 200 student-athletes. This not only impacts the quality of care we're able to provide, but also raises concerns about liability, coverage, and overall student athlete safety. Adding a second trainer would bring us more in line with best practices and the standards expected at the collegiate level.	Fund 11	77,748		7/17/2025	7/17/2027	Marilyn Stein	Standard 1 Address Sports Medicine Staffing Shortage The AMCA analysis indicates a shortfall of 1.3 FTE in athletic training support. The college should consider hiring additional certified athletic trainer/s or providing expanded coverage to reduce risk and meet safety standards. Standard 3 Increase support for additional athletic training with either another full-time certified athletic trainer or hourly help to reach the recommended 2.3 ATC positions. Explore the DVC Manager level position to address hiring a second ATC. Work to offer a comprehensive sports medicine program, rather than just game coverage. This will allow more treatment opportunities for women and follow-up care for concussions and other high risk injuries. Standard 4 The lack of sufficient athletic training personnel results in inequitable treatment for female student-athletes. Brian Powelson (the lone ATC) works diligently to serve student-athletes, however, with a 1/200 ratio (trainer to student) there are self-reported gaps in coverage that impact female student-athletes. LMC needs to bring in additional athletic training coverage to address these gaps. We strongly recommend initiating a sports medicine career/technical program to bring in hourly assistance and student internship opportunities to relieve the burden on the single certified athletic trainer and provide more equitable access to athletic training treatment.
510	Student Services	EDPS	Personnel	Classified	Second program assistant for EDPS. Classification 52EDPS requests approval for a second permanent Program Assistant, fully funded through categorical funds. While the current staffing model was designed for EDPS and CARE, the office has since expanded to include NextUp, Brothers of Excellence, Legacy Scholars, and now ROE. In the 2024-25 academic year, EDPS served 909 students, which is more than 10% of the college. This represents a 62% increase in enrollment compared to 2022-23, when 563 students were served.	75%EDPS/15%MU/10 %ROE	84,918		10/8/2025	10/8/2027	Carissa Craig-Hudleston	Currently, Program Review highlights the need for additional classified to provide case management to keep pace with program growth (as stated above). Between 2023 and 2025, EDPS has relied on at least one AB FTE hourly Program Assistant and one AB FTE hourly Office Assistant to meet the expanded need, while the use of hourly staff has provided temporary relief, it has demonstrated the need for a permanent position. Program Review emphasizes the importance of timely processing of forms, compliance with categorical regulations, and accurate reporting, as well as the coordination and training for the student mentors, who are central to student retention and success. A second permanent Program Assistant will provide the staffing capacity necessary to maintain compliance, support mentors effectively, and deliver equitable, high-quality services to a significant number of the college's disproportionately impacted students. This is the second BAP proposal for an additional Program Assistant and aligns with the staffing structure of both Diablo Valley College (DVC) and Contra Costa College (CCC). Between 2023 and 2025 EDPS at LMC has served 20% more students than DVC and 8% more than CCC, which has increased administrative workload and compliance responsibilities. For the past two years, EDPS has relied heavily on the additional hourly Program Assistant to help manage these tasks, which has provided temporary relief but demonstrated the need for a permanent position. Program Review highlights the need for additional classified support to ensure timely processing of forms, compliance with categorical regulations, and the coordination and training of student mentors, who are central to student success. A second permanent Program Assistant will provide the staffing capacity necessary to maintain compliance, support mentors effectively, and deliver equitable, high-quality services to disproportionately impacted students.
Student Services Total							396,356	100,000				
Grand Total							2,191,183	1,911,286				

Budget Request Grand Total 4,102,469