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Modesto Junior College
CTC Meeting Minutes
December 13, 2011

Approved Minutes

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Co-chairs: John Zamora, Nadia Vartan

Present: Yoseph Demissie, Carol Ellis, Mel Ainsworth, Nadia Vartan, Nora Seronello, Ellen Dambrosio, Jenni Abbott, Nancy Backlund

Absent: James Palmer, Josh Hash, Larry Scheg, Michael Sundquist, Pedro Mendez, Shelton Patterson, Timothy Vaughan, Michael Guerra, Francisco Banuelos, Arnold Chavez, Shamiran Pourelyas, Will Lotko, James Clarke, John Zamora, Pamela Aguilar, Laura Maki, Scotty Gonser, Dale Phillips, Michael Smedshammer

Discussion on Non-personnel Requests
Regardless of what Modesto Junior College is doing, or what processes Planning and Budget uses to allocate resources, it is important that we complete the task of ranking the technology-related non-personnel requests from Program Review. Based on some conversations heard at the recent budget forum, it sounds like the one-time money for the college has already been allocated, however, we will still finish our process of ranking.

Mel mentioned that many of the requests will need to be funded on an on-going basis. CTC should do an analysis of these requests and recommend funding in the annual budget.

There were a number of requests for new Smart classroom equipment. These installation requests should include the labor cost to install the equipment.

The group looked at the top 50 items requested and made notes regarding the request and included the funding requested so we could properly rank these items. Jenni recommended the CTC do a summarized analysis of our findings, recommendations, and proposals as we present our rankings to the Planning and Budget group.

We identified essential items, such as software renewal costs, LMS renewal, etc. and moved those items that are essential to the college toward the top of our rankings. We focused less on cost and more on the score of the requested item. The computer replacement plan should be of the utmost importance and should be clearly expressed in our recommendations for funding to Planning and Budget. John and Jenni will work together on the explanation of how to fund large requests, ex: if an area requests four Smart boards, consider funding two.

Other Items
Some in the group have heard about the new Financial Aid card and discussed moving to a Smart card for the entire college which could include Financial Aid, GoPrint, Positive Attendance, food costs, etc.

Items for Next Meeting
- Discuss newer technologies: iPads, tablets, docking stations, etc. What will we support?
- Technology Plan and action items.

Next Meeting: TBA