

**Modesto Junior College  
Resource Allocation Council  
February 21, 2020**

<b>Members</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
<b>Sarah Schrader</b> , Interim Vice President of College & Administrative Services	Chair	√	
<b>Jenni Abbott</b> , Dean, Institutional Effectiveness	Dean, Institutional Effectiveness		√
<b>Kevin Alavezos</b> , Professor, Office Administration	Academic Senate Appointee		√
<b>Flerida Arias</b> , Interim Vice President of Student Services	Vice President of Student Services		√
<b>Patrick Bettencourt</b> , Dean	Dean Rep		√
<b>James Houpis</b> , President	President		√
<b>Ceca Hudelson</b> , Professor, Geography	Academic Senate Appointee		√
<b>Lisa Husman</b> , Executive Secretary	Recorder	√	
<b>Michael Leamy</b> , Academic Senate Appointee	Academic Senate Appointee	√	
<b>Donna Louie</b> , YFA	YFA Rep	√	
<b>Mike Morales</b> , Professor, Ag & Environmental Science	YFA Rep	√	
<b>Parul Parikh</b> , Accounting Analyst	CSEA Appointee	√	
<b>Jair Pineda</b> , Student	ASMJC Student Senate		√
<b>Brandon Ramos</b> , Student	ASMJC Student Senate		√
<b>Elaine Schuber</b> , Administrative Secretary	CSEA Appointee	√	
<b>Nancy Sill</b> , Dean	Dean Rep	√	
<b>Judy Wagner</b> , Administrative Secretary	Classified Staff Advisory Council	√	
<b>Jennifer Zellet</b> , Vice President of Instruction	Vice President of Instruction		√

<b>Vacant position</b>
Academic Senate Appointee

**I. Call to Order**

Sarah Schrader called the meeting to order at 10:03am and had some updates to the agenda.

**Action Item:**

Sarah requested the following updates to today's agenda:

1. Move "DFAC/RAM Review/Update" from an action item to an informational item.
2. Table "Enrollment Management" for a future meeting that Jennifer Zellet is able to attend.
3. Add agenda item "Update on Budget Development" to the agenda under informational items.

Elaine Schuber made a motion to update the agenda.

Nancy Sill seconded the motion.

Motion passed by consensus as quorum was not met.

**Action Item:**

**II. Review and Approval of Minutes – 02/07/2020**

Judy Wagner made a motion to approve the minutes from 02/07/2020.

Elaine Schuber seconded the motion.

Mike Morales was a nay vote as a sidebar conversation was not included in the minutes from 02/07/2020.

Motion passed by consensus as quorum was not met.

### III. DFAC/RAM Review/Update

Sarah advised there was a DFAC meeting on February 20, 2020. She took the recommended changes that RAC would like to see to the model.

- There is not an updated a version of the model as of yet as the DFAC meeting was just yesterday.
- There was question at our last RAC regarding growth and the percentages. After some discussion, it was determined that Central Services would take 20% off the top not 24%. The remaining 80% would be split between the colleges according to how they are earning it.
- The description was changed on the model from “International” students to “Non-resident” students to make it clearer.
- RAC had requested that “Add Compensation Costs” be changed to “Add Personnel Costs”. New positions would go into that section. It was decided to leave as “compensation” in case a compensation model is included. There was a new area added for the new positions.
- The section under 7a and 7b was separated. Section 8 includes “Annual Agreed-Upon Allocations” where TCOs, Academic Technology and potentially Strategic Initiatives will be housed.
- “Balance the Budget” will be the reconciliation piece and item #10 will include the “One-time” allocations.
- Sarah handed out the “[Fund 11 Total Revenue](#)” colored chart. It was created by DFAC members to help explain the model to constituents. There was a suggestion to make the language consistent on this chart and the RAM.
- Sarah is hopeful we will have an updated RAM by our next RAC meeting.

Sarah advised the RAM needs to go through the governance process to get the RAM approved. The consensus from the Council was the RAM should be presented to Academic Senate, YFA, CSEA and ASMJC prior to our recommendation to College Council. Sarah asked that we receive the respective groups meeting schedules so Sarah can present at each meeting if needed.

### IV. Update on Budget Development

We have received the fund 11 permanent personnel file from District to do the reconciliation of positions and are getting feedback from the Deans and respective budget managers. We should be getting all of the feedback back by the end of today. Once the changes are included, the document will go back to District. They will take the data, prepare the revenue budget and provide our target based on the old model. We are hopeful that the additional \$3.4 million is included in the tentative budget. Mike Morales advised that the numbers provided for productivity is incorrect. Sarah advised Mike to forward this information to Jennifer Zellet. Sarah advised the target will be shared once it is received. We are no longer in the frame of mind of a roll over budget. We are also reviewing the fund 11 operational budget shortage.

**V. Check-Out**

- Updates from DFAC were reviewed.
- Should have an updated RAM to share at the next RAC meeting.
- Once we have meeting dates for sharing the RAM with Academic Senate, YFA, CSEA, ASMJC, etc., those meetings will be scheduled.
- Once the tentative budget target is received, it will be shared. Any recommendations will be sent back to District and they will build the final budget.

Meeting adjourned at 10:58am.

**Next meeting:** March 6, 2020, 10:00am – 12:00pm, Morris Bldg., Conference Room A.