

**Modesto Junior College
Resource Allocation Council
April 2, 2021**

| Members | Representing | Present | Absent |
|---|--|---------|--------|
| Sarah Schrader , Vice President of College & Administrative Services | Chair | √ | |
| Vacant | Dean, Planning, Research, Innovation & Institutional Effectiveness | | √ |
| Kevin Alavezos , Professor, Office Administration | Academic Senate Appointee | √ | |
| Flerida Arias , Vice President of Student Services | Vice President of Student Services | | √ |
| Santanu Bandyopadhyay , Interim President | President | | √ |
| Patrick Bettencourt , Dean | Dean Rep | √ | |
| Iris Carroll , Librarian | Academic Senate Appointee | √ | |
| Samantha Carvajal , Student | ASMJC Student Senate | √ | |
| Ceca Hudelson , Professor, Geography | Academic Senate Appointee | √ | |
| Lisa Husman , Executive Secretary | Recorder | √ | |
| Donna Louie , Counselor, EOP&S | YFA Rep | √ | |
| Mike Morales , Professor, Ag & Environmental Science | YFA Rep | | √ |
| Parul Parikh , Accounting Analyst | CSEA Appointee | √ | |
| Hannah Ransdell , Student | ASMJC Student Senate | √ | |
| Elaine Schuber , Senior Administrative Secretary | CSEA Appointee | √ | |
| Nancy Sill , Dean | Dean Rep | | √ |
| Judy Wagner , Senior Administrative Secretary | Classified Staff Advisory Council | √ | |
| Jennifer Zellet , Vice President of Instruction | Vice President of Instruction | √ | |

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|---------------------------|
| Vacant position |
| Academic Senate Appointee |

I. Call to Order/Welcome

Sarah welcomed everyone and called the meeting to order at 10:01am. The meeting started with informational items since there was not a quorum at the start of the meeting.

Action Items:

II. Review and Approval of Minutes – 03/19/2021

Motion: Jennifer Zellet made a motion to approve the minutes from 03/19/2021

Seconded by: Patrick Bettencourt

10 ayes, 0 nays, 1 abstention, Judy Wagner

Motion passed.

Informational Items

III. Tentative Budget Assumptions Update

Sarah reviewed the budget assumptions from the last meeting and the tentative budget targets that were made available yesterday.

Sarah shared and explained the [Pilot RAM](#) that we started using last year and are utilizing as a pilot again this year. Sarah shared the discrepancy in the report that shows it is artificially inflated by reflecting that MJC should be getting another \$3.3 million. The spreadsheet will be adjusted accordingly. All of the other sections in the report were also explained.

Sarah will be working on the operational portion of the budget with the budget managers and Deans over the next couple of weeks and get that back to Central Services to develop our tentative budget.

This document will be emailed to RAC members and uploaded to the RAC website.

IV. DFAC Update

Sarah shared the updated [Savings/Carryover document](#) received from DFAC yesterday.

She explained the changes in the verbiage regarding the Central Services savings being retained at Central Services as a whole not within each respective department. The bigger change to the document is the asterisk added at the bottom which provides examples of emergency services. It reads as follows:

*Examples of emergency expenditures could include onetime allocations for enrollment needs; to meet CAP or growth opportunities, confronting layoffs, emergencies such as fire, pandemic or security issues, reduction in state revenue or changes in state funding structure requiring time to adapt.

Academic Senate approved these changes at their meeting last night.

Sarah's hope is to have the Savings/Carryover document attached to the pilot RAM so that we have it instituted for the 2021 fiscal year and be able to keep the savings for this year.

V. CARES, HEERF II and HEERF III Update

Sarah shared that the HEERF II money has been received and the budget has been set up. The extension for spending the CARES and HEERF II funding has been granted until March 2022. No further update on the HEERF III funding.

VI. College RAM Update – Constituent Feedback

Sarah advised that she went to a CSEA meeting regarding the College RAM and a town hall meeting will be set up for any further questions.

The goal is to present the College RAM recommendation at the next College Council on April 12.

Iris added that after speaking to her colleagues within the library, there needs to be a communicated process in place for alternative ways to fund projects that are not funded through Program Review.

VII. RAC/Facilities Council Subcommittee Merge Update

Sarah shared the initial draft of the Master Calendar for RAC and Facilities Council. The calendar consists of topics that are consistently covered by both Councils at certain times of the year. The College RAM recommendations will also become a standing item after going through the initial process.

Jennifer Zellet advised that she and Curtis Martin who co-chair the Program Review workgroup were discussing asking each Council/Committee to come up with their annual arc of work like was done in the RAF Master Calendar. This would enable the backward work plan of the institutional work for the year. Jennifer will use RAC as a model when this idea is implemented.

VIII. Other

Sarah advised that she will be working on another campus-wide communication.

IX. Check-Out

Reviewed the Tentative Budget Assumptions and Tentative Budget Targets.

Provided the following updates:
DFAC
CARES and HEERF II funding
College RAM
RAC/Facilities Council Merge (RAF Master Calendar)

Meeting adjourned at 10:40am.

Next meeting: April 16, 2021, 10:00am – 12:00pm, Online Zoom Meeting