

**Modesto Junior College  
Resource Allocation Council  
April 5, 2019**

<b>Members</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
<b>Al Alt</b> , 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>Cristian Alvarado</b> , ASMJC Student Senate	ASMJC Student Senate	√	
<b>Florida 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>Cece 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>Elaine Schuber</b> , Administrative Secretary	CSEA Appointee	√	
<b>Nancy Sill</b> , Dean	Dean Rep		√
<b>Guadalupe Villanueva</b> , ASMJC Student Senate	ASMJC Student Senate	√	
<b>Maria Vivas</b> , Accounting Specialist	CSEA appointee	√	
<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**  
Al Alt called the meeting to order at 10:04am.

**Action Items**

- II. Review and Approval of Minutes – 03/01/19**

**Action Item:**

**Motion:** Jennifer Zellet made a motion to approve the minutes from 03/01/19.  
**Seconded by:** Maria Vivas  
**Abstained:** Jenni Abbott as not present on 03/01/19.  
**Result:** Motion passed.

- III. 2019-2020 Meeting Schedule**

The RAC meeting schedule was proposed with the following meeting dates:  
 September 6 and September 20  
 October 4 and October 18  
 November 1 and November 15  
 December 6  
 January 17  
 February 7 and February 21  
 March 6 and March 20  
 April 3 and April 17

**Action Item:**

**Motion:** Maria Vivas made a motion to approve the meeting schedule.

**Seconded by:** Jennifer Zellet

**Result:** Motion passed.

**IV. One-time Money Discussion** (not originally on agenda)

AI provided a quick update stating that the District has not allocated one-time money. RAC's recommendation was originally for the following: categorical salaries, pool repair and first year computer refresh. Any remaining funds would continue in the allocation process.

District agreed to backfill categorical salaries outside of the RAC priority.

Josh Hash advised he had a computer refresh plan that he had worked with IT on and was getting ready to send notification but inquired on where the funding source is coming from.

It was stated that the District is claiming a potential deficit to the college and District. This however has not been to DFAC.

There was conversation within the Council that the 3.5 million unspent could backfill and be used for the deficit. Any unspent funding, could then be reallocated the next fiscal year usually around October.

AI did advise that we would go ahead and start the computer refresh with the roughly \$160,000 we have left over from IELM (Instructional Equipment Library & Materials).

At this point we could make that recommendation to College Council.

**Action Item:**

**Motion:** Jenni Abbott made a recommendation to document our minutes upholding our original recommendation of funding categorical salaries, pool repair and first year computer refresh with part of the first year refresh being funded out of left over IELM.

**Seconded by:** Kevin Alavezos

**Result:** Motion passed.

**V. Budget Development**

The Council discussed the fact that it historically submits a budget that will not cover the three components of annual costs: Permanent personnel, PTOL, and operational costs. Every year the College makes up the deficit in PTOL through salary savings throughout the institution or transfers from categorical budgets. A motion was made to recommend a budget to College Council that fully funded the operational needs of different departments and clearly showed the deficit in the PTOL budget, based on the College allocation. Further, the recommendation was that the allocation be discussed at DFAC to acknowledge that we are not funded sufficiently to meet our personnel needs, FTES targets, and operational requirements. The Council agreed that we should align our budget with the Vision Metrics adopted by College Council in support of the State Chancellor's Vision for Success.

AI will be submitting the tentative MJC Budget recommendation memo to College Council for approval by the President on April 8, 2019.

**Action Item:**

**Motion:** Jennifer Zellet made a motion to recommend a budget to College Council that fully funded the operational needs of different departments and clearly showed the deficit in the PTOL budget, based on College allocation.

**Seconded by:** Maria Vivas

**Result:** Motion passed.

**VI. Check Out**

- A small group of RAC members will meet on March 22 for a Budget Workshop.
- The budget will be balanced to the District provided target with a deficit to PTOL. Any additional one-time money will be allocated to PTOL.
- Per the Council, Susan Yeager will be invited to the April 19 meeting to address the following: her expectation about the deficit, the impact to this year and next year's budget, the Student Success Funding Formula and one-time funding for 19-20.

**Next meeting:** April 19, 2019, 10:00am – 12:00pm, Morris Bldg., Conference Room A.