

**Modesto Junior College  
Resource Allocation Council  
April 15, 2016**

<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> , Director, Planning & Grant Development	Grant Director	√	
<b>Kevin Alavezos</b> , Professor, Office Administration	Academic Senate appointee	√	
<b>Kristina Bethel</b> , Program Specialist	CSEA appointee		√
<b>Patrick Bettencourt</b> , Dean, Allied Health FCS	Dean Rep	√	
<b>Paul Brogan</b> , Physical, Recreational & Health Education	Academic Senate appointee	√	
<b>Iris Carroll</b> , Professor-Librarian	Academic Senate appointee	√	
<b>Joan Ferrell</b> , Bookstore Textbook Buyer	CSEA Appointee	√	
<b>Jennifer Hamilton</b> , Interim Dean, Business, Behavioral & Social Science	Dean Rep	√	
<b>Cece Hudelson</b> , Professor, Geography	Academic Senate Appointee	√	
<b>Lisa Husman</b> , Executive Secretary	Recorder	√	
<b>Jose Razo</b> , Student Senate	ASMJC Student Senate		√
<b>Nancy Sill</b> , Professor, Business Administration	YFA appointee		√
<b>Jill Stearns</b> , President	President		√
<b>Brenda Thames</b> , Vice President of Instruction	Vice President of Instruction	√	
<b>James Todd</b> , Interim Vice President of Student Services	Interim Vice President of Student Services		√
<b>William Tumblin</b> , Student Senate	ASMJC Student Senate		√
<b>Judy Wagner</b> , Administrative Secretary	Classified Staff Advisory Council		√

<b>Vacant position</b>
YFA Budget Analyst
<b>Guests</b>
Ellen Dambrosio

- I. Call to Order**  
Al Alt called the meeting to order at 10:09am.

**Action Item**

- II. Review and Approval of Minutes – 03/04/16 and 03/18/16**

**Action Item:**

Quorum was not met at the beginning of the meeting. Minutes from 03/04/16 and 03/18/16 will be reviewed at the next meeting on September 2, 2016.

**Informational Items**

- III. Accreditation Standard III Reports**

- Standard III templates/evidence were reviewed by the committee one last time prior to sending all the templates on to Amanda Cannon, Accreditation/Assessment Process Specialist to be uploaded to the website.

**Action Item:**

**Kevin Alavezos made a motion to accept the templates in draft form and move them forward to Amanda Cannon to be posted.  
Iris Carroll seconded that motion.  
Motion passed unanimously.**

**IV. 2016-2017 Draft Meeting Schedule**

- A draft meeting schedule was presented to the committee as follows:
  - September 2
  - September 16
  - October 7
  - October 21
  - November 4
  - November 18
  - December 2
  - December 16
  - January 6
  - January 20
  - February 3
  - February 17
  - March 3
  - March 17
  - April 7
  - April 21
- There was a consensus to remove the Friday, December 16, 2016 meeting from the schedule since it's near the end of the semester and the holiday break.
- There are no holiday conflicts for the 2016-2017 RAC schedule.
- The following amended draft schedule will be reviewed again at our next meeting on Friday, September 2, 2016:
  - September 2
  - September 16
  - October 7
  - October 21
  - November 4
  - November 18
  - December 2
  - January 6
  - January 20
  - February 3
  - February 17
  - March 3
  - March 17
  - April 7
  - April 21

## **V. Evaluation**

- There was discussion regarding the evaluation process. Ideally the Council would like a uniform evaluation tool for all councils that produce uniform data for College Council.
- Resource Allocation Council would like to make a recommendation to College Council to develop a uniform evaluation tool and timeline.
- At this time, there was consensus to utilize the evaluation that we have used for the last two years with an addition to two questions and add an opportunity for open ended questions.

## **VI. Goal Setting**

- The following goals were communicated by the Council:
  - Set council goals with the MJC Strategic Directions and Goals. A link to these will be added to the RAC webpage.
  - Assess our evaluation tool and make a recommendation to College Council to work with a uniformed time line and tool.
  - Review our evaluation data in the fall in order to make improvements. Our first agenda for 2016-2017 will include goal setting, assessment of evaluation tools and identify measurable goals.
  - There was also discussion of a uniform agenda.

## **VII. Budget Development**

- The tentative college budget that includes permanent personnel, PTOL and discretionary funds (operating costs) was sent to District. Although RAC had discussed reviewing this budget once more prior to sending it, time did not allow for this with the cancellation of the April 1, 2016 meeting.
- Next year RAC will work backwards from the due date in order to send the recommended budget to College Council in a timely manner.

The meeting adjourned at 12:14pm.

**Next meeting:** September 2, 2016, 10:00am – 12:00pm, Student Services, 203