

**Modesto Junior College
Resource Allocation Council
September 5, 2014**

Members	Representing	Present	Absent
Al Alt , Vice President of College & Administrative Services	Chair	√	
Jenni Abbott , Director, Planning & Grant Development	Grant Director	√	
Kevin Alavezos , Professor, Office Administration	Academic Senate appointee	√	
Patrick Bettencourt , Dean, Allied Health FCS	Dean Rep	√	
Paul Brogan , Physical, Recreational & Health Education	Academic Senate appointee		√
Iris Carroll , Professor-Librarian	Academic Senate appointee	√	
Rosanne Costa , Accounting Specialist	CSEA appointee		√
Joan Ferrell , Bookstore Textbook Buyer	CSEA appointee		√
Susan Kincade , Vice President of Instruction	Vice President of Instruction		√
Jason Mendes , Student	ASMJC Student Senate		√
Nancy Sill , Professor, Business Administration	YFA appointee	√	
Jill Stearns , President	President	√	
Brenda Thames , Vice President of Student Services	Vice President of Student Services		√
Laura Valencia-Baez , Student	ASMJC Student Senate	√	
Judy Wagner , Administrative Secretary	Classified Staff Advisory Council	√	
Lisa Husman , Executive Secretary	Recorder	√	

Vacant position
Academic Senate Appointee
Dean
YFA Budget Analyst
Guest
Jennifer Hamilton

- I. Call to Order**
Al Alt called the meeting to order at 10:05am.

Action Item

- II. Action Items**
a. Approval of Minutes

Action Item:

Quorum was not reached. Minutes from 04/18/14 will be reviewed/approved at the meeting on 09/19/15.

Business

- III. Accreditation Mid-Term Report – Jennifer Hamilton**
Jennifer presented an overview of the mid-term report which will be submitted to ACCJC.
The 2011 self-study included 56 planning agenda items. The commission will be updated on our progress on these self-identified areas for improvement. There were

29 items specifically approved in the February 2014 letter from ACCJC. The areas not included in the February 2014 letter were specifically addressed.

The primary areas of focus were:

- Assessment
- Leadership & Governance
- Library & Learning Center
- Resources
- Board and Administrative Organization

In summation:

With the creation and approval of “Engaging All Voices”, many of the Leadership issues and process issues were resolved.

Progress on Assessment has put MJC in a healthy place with regard to Accreditation Expectations. New standards are going beyond process to results. Strong organizational moves with the opening of the LLC have also put us in a good place.

Many items, by nature, will continue to be ongoing.

Now that planning items have been addressed, College is may focus on 2 or 3 global issue and projects to support sustainable continuous improvement

IV. Review of RAC’s Evaluation

At the end of the last academic term, we developed an evaluation survey for Resource Allocation Council. A more uniformed tool is coming in the near future that will be developed by College Council.

The survey results and meeting discussion revealed the following:

- Orientation for new RAC members would be beneficial before or during our first meeting.
- A planned agenda for the year inclusive of data needed for decision making would be helpful.
- An available copy of our “Guiding Principles” would assist us in being consistent in our role.
- Developing a meeting/topic cycle that conforms with the State budget cycle will allow us to have a more accurate view of the state budget and allocations.
- Developing standardized data to be reviewed on a regular cycle by RAC: FTES, Revenue target, major expenditure categories.

V. RAC’s Goals

Sustainable continuous quality improvement with thoughtful evaluation of ourselves, our work and using our processes are key points.

Possible goal areas to highlight were mentioned and will be on the September 19, 2014 agenda.

Based on a plan that identifies focus projects, President Stearns is willing to approach the district with money saving options with a commitment to see cost savings.

VI. Draft Schedule of Items for Fall

A draft schedule of items for fall was distributed at the meeting. Scheduled items included:

- Evaluation data
- 14-15 Goals
- Statewide budget info
- P2
- Summer Enrollment
- Summer roll-back
- Fall enrollment projections
- PTOL
- Budget development process

VII. Adjournment

The meeting adjourned at 12:02pm.

Next meeting: September 19, 2014, 10:00am – 12:00pm, Morris Memorial Conf. Room A