

**Modesto Junior College  
Resource Allocation Council  
September 19, 2014**

<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>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>Rosanne Costa</b> , Accounting Specialist	CSEA appointee	√	
<b>Joan Ferrell</b> , Bookstore Textbook Buyer	CSEA appointee	√	
<b>Jennifer Hamilton</b> , Dean	Dean Rep	√	
<b>Cece Hudelson</b> , Professor, Geography	Academic Senate appointee		
<b>Susan Kincade</b> , Vice President of Instruction	Vice President of Instruction		√
<b>Jason Mendes</b> , Student	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 Student Services	Vice President of Student Services		√
<b>Laura Valencia-Baez</b> , Student	ASMJC Student Senate	√	
<b>Judy Wagner</b> , Administrative Secretary	Classified Staff Advisory Council	√	
<b>Lisa Husman</b> , Executive Secretary	Recorder	√	

<b>Vacant position</b>
YFA Budget Analyst
<b>Guest</b>

- 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:**

Iris Carroll made a motion to approve the minutes from 04/18/14 and 09/05/14 with the amendment of taking the listed goals out of the minutes from 09/05/14 meeting as they weren't actually discussed in full. She suggested adding them to today's minutes.

Kevin Alavezos seconded that motion.

Result for 04/18/14: Motion approved with 11 ayes and 2 abstentions.

Result for 09/05/14: Motion approved with 10 ayes and 3 abstentions.

**III. Career Development & College Preparation (CDCP) Funding**

There was discussion regarding funding CDCP.

- In the 2014-2015 year, non-credit and enhanced non-credit courses are not funded at the full FTES rate.
- 2015-2016 enhanced non-credit will be funded at the full FTES rate.
- Al stated he would prepare a CDCP slide presentation or chart for discussion to show the funding for the 3 rates/models we get funded at.
- Course information for credit/non-credit will give us an idea of the funding for next year.

**IV. Enrollment Management Committee**

There was discussion regarding the Enrollment Management Committee and its membership.

- This committee has drafted a charge and proposed membership.
- The draft was reviewed by Instructional Council and will go back to Instructional Council on 9/30/14.
- Once the charge and membership is solidified, there will be a call out for membership.
- The committee could be rolled out as soon as mid October or November.
- There was concern that the report out at Resource Allocation may overlap with the Enrollment Management Committee.  
\*Al Alt and Susan Kincade will coordinate so there is a regular report out with minimal overlap.
- The Enrollment Management Committee will be housed under the Instructional Council.
- There was question as to if the Enrollment Management Committee will report to District Council. \*Al Alt will research that.

**V. Review of RAC's Evaluation**

Resource Allocation's Guiding Principles will be added to the meeting agendas. Review of RAC's charge will be added to the meeting schedule.

**VI. RAC's Goals**

Aside from orientation for new members and re-orienting past members at the first meeting of the fall term, the following reflects the goals of the Resource Allocation Council. These goals will also assist the council in the evaluating if the goals were met.

- Develop an action plan to implement continuous improvement
- Have a planned agenda from the schedule including pertinent data and consistent with state budget cycle and enrollment cycles
- Budget Development
- Develop a training plan on financial issues to include: Statewide, District Resource Allocation Model and College Planning
- Multi-year financial planning
- Improve committee feedback and evaluation process
- Develop suggestions and action plans for projects that result in savings

- Recommendation/decision making: Which committees make what recommendations

Jill Stearns reiterated to the council that out of the \$48 million dollar college budget, only \$2 million are discretionary funds. The following conversation points ensued:

- It was discussed that “allocation” may not be as big of a role for RAC as finding cost savings/efficiencies within the college.
- Jill also shared that it is beneficial to have a presentation on enrollment management as enrollment doesn’t belong to any particular group.
- She stated that our role as Resource Allocation Council is to have an understanding of the budget.
- She stated that if the college were to shrink again, with *Engaging All Voices*, we would have an understanding of what we need to do.
- There was also discussion on improving outreach and taking a more active approach on pre-college programs which includes the annual counselor day which is soon.
- Jill mentioned that UC’s are recognizing the UC student’s success when transferring from a community college. They value the community college pathway of transfer.
- Nancy Sill mentioned it would be beneficial to track our successes with transfers

#### **VII. Draft Schedule of Items for fall**

- The schedule of goals will be aligned where they make sense based on the state’s budget.
- We will review main portions of the budget i.e. restricted resources vs. general fund and familiarize ourselves with major object codes.
- We will add “check-out” at the end of our meetings which will clarify what message members to take out to our constituents.
- We will lock in our goals at the next meeting on October 17, 2014 via email and have an action plan for the next meeting as well.

#### **VIII. Adjournment**

The meeting adjourned at 12:04pm.

**Next meeting:** October 17, 2014, 10:00am – 12:00pm, Morris Memorial Conf. Room A

*Note: It was agreed upon by the council to cancel the meeting on October 3, 2014 as several members were unable to attend.*