

**Modesto Junior College  
Resource Allocation Council  
October 19, 2018**

Members	Representing	Present	Absent
<b>Al Alt</b> , Vice President of College & Administrative Services	Chair	√	
<b>Jenni Abbott</b> , Dean, Institutional Effectiveness	Grant Director	√	
<b>Kevin Alavezos</b> , Professor, Office Administration	Academic Senate appointee	√	
<b>Cristian Alvarado</b> , ASMJC Student Senate	ASMJC Student Senate	√	
<b>Raeann Anaya</b> , ASMJC Student Senate	ASMJC Student Senate	√	
<b>Patrick Bettencourt</b> , Dean	Dean Rep		√
<b>Steve Collins</b> , Interim 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> , CSEA Appointee	CSEA Appointee		√
<b>Nancy Sill</b> , Dean	Dean Rep	√	
<b>James Todd</b> , Vice President of Student Services	Vice President of Student Services		√
<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 10:07am.

**Action Item**

- II. Review and Approval of Minutes – 10/05/18**

**Action Item:**

**Motion:** Jennifer Zellet made a motion to approve the minutes from 10/05/18.  
**Seconded by:** Jenni Abbott  
**Result:** Motion passed

**Informational Items**

- III. One Time Funding Priority**  
Al relayed that an invite for today's meeting was extended to Susan Yeager and she accepted but had to cancel due to a conflict in her schedule. She has tentatively accepted for our 11/02/18 meeting. The questions from our prior meeting were sent to Susan as well. She stated she should be in a better position to answer those at the 11/02/18 meeting.

There was more conversation regarding priority considerations and what the district may be funding through the TCO (Total Cost of Ownership) Plan. The Council would like to strategically allocate the one-time money but without answers, it's difficult to prioritize appropriately.

AI stated that both MJC and Columbia are going to need some of the same answers regarding the TCO.

Resource Allocation Council has asked AI to work collaboratively with Columbia and MJC, working with the governance process, to find answers for prioritizing one-time funding.

AI advised that Interim President, Steve Collins and Vice President of Student Services, James Todd, are following up with Chancellor Henry Yong due to the fact that we need the Technology TCO for accreditation purposes and also to know what the plan will be funding.

Without answers, Resource Allocation Council, is concerned that assumptions would be built in when prioritizing requests.

Another discussion led to Resource Allocation Council possibly prioritizing the one-time money without a TCO and include staff and faculty computers. The same critical questions would still be asked:

1. How much will MJC receive? Is it an 85/15 split?
2. Will the allocation be based on rationale?
3. Will the District take a share of the \$5.4 million? If so, what will they allocate it to and if its college related, will the college have an opportunity for input?
4. Is there a criteria to follow?
5. When does it have to be spent by? Timeline?
6. Can we combine with other funding sources?
7. Is there a plan for the District to cover institutional needs?
8. If Susan is able to join us for our 11/02 meeting, the Council would like more information on the funding formula, rationale of setting aside one-time money and the three year formula.

#### **IV. Consideration of Resource Allocation Requests**

There was a suggested to utilize categories in program review or the resource request form, prioritize and fund down the list as far as it goes.

In the absence of any clarity on the TCO, we could solicit colleagues for a collaborative list of needs including formalizing a process for an Institutional Needs list. The gaps in Program Review could be brainstormed going through the different committees and Councils including College Technology Committee, Facilities Council, Instructional Council, etc. Another thought was to create a system that captures categories, priorities, etc. other than a Word document.

A more advanced system could gather, categorize and funnel money through the process.

There was also discussion on being clear whether we are requiring an actual quote. Once we are ready to allocate funds, we need to ask for an actual quote before approving the request.

Categories discussed were:

1. Instructional
2. Non-Instructional
3. Facilities to include signage
4. ADA
5. Ergonomics
6. Software
7. Security Initiatives to include a keycard system
8. Professional Development and travel/conferences

AI also advised the Council that he would put together a list of commonly used object codes that may include:

1. Contract Services
2. Professional Development
3. Fees
4. Equipment
5. Consulting
6. Field Trips
7. Memberships

AI also relayed that he would reach out to ASMJC and their President, Harloveleen Hundal, to discuss student needs/requests.

**V. IELM Update**

AI informed the Council that the 17-18 IELM carry-over amount is \$169,601.37. He mentioned again that we are receiving \$178,216 for an 18-19 IELM allocation but we are putting that aside to offset any of the college's portion of the pool cost.

AI stated that depending on the restrictions of the new one-time money, we could always decide to use the \$178,216 and utilize a portion of the new one-time money toward the pool.

**VI. Check Out**

- Our next agenda will include the Student Success Funding Formula, One-Time Funding Priority with Susan.
- AI will put together a frequently used object code list.
- AI will meet with Harloveleen Hundal regarding student needs/requests.

The meeting adjourned at 12:03pm

**Next meeting:** November 2, 2018 10:00am – 12:00pm, Morris Bldg., Conference Room A.