

Modesto Junior College Resource Allocation Council October 20, 2017

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	√	
Iris Carroll , Professor-Librarian	Academic Senate appointee	√	
Rebecca Divis , ASMJC Student Senate	ASMJC Student Senate	√	
Joan Ferrell , Bookstore Textbook Buyer	CSEA Appointee		√
Erika Franco , ASMJC Student Senate	ASMJC Student Senate	√	
Jennifer Hamilton , Vice President of Instruction	Dean Rep	√	
Cece Hudelson , Professor, Geography	Academic Senate Appointee		√
Lisa Husman , Executive Secretary	Recorder	√	
Nancy Sill , Professor, Business Administration	YFA appointee	√	
Jill Stearns , President	President		√
James Todd , Vice President of Student Services	Interim Vice President of Student Services		√
Maria Vivas , Accounting Specialist	CSEA appointee		√
Judy Wagner , Administrative Secretary	Classified Staff Advisory Council	√	

Vacant position
YFA Budget Analyst
Academic Senate appointee
Guest
Linda Stephan, Instructor, Child Development

I. Call to Order

Al Alt called the meeting to order at 10:03am. Introduction were made for new members and guests.

Action Item

II. Review and Approval of Minutes – 03/03/17, 03/17/17, 04/07/17 and 09/01/17

Action Item:

Iris Carroll made a motion to approve the minutes from 03/03/17, 03/17/17, 04/07/17 and 09/01/17.

Judy Wagner seconded that motion.

Jenni Abbott, Jennifer Hamilton, Kevin Alavezos, Nancy Sill, Rebecca Divis and Erika Franco abstained.

Motion carried.

III. Goal Setting

- **Instructional Equipment & Library Materials allocation (fall)**
- **Support our Accreditation Visit (Oct. 1 – 5, 2017)**
- **Budget Development (spring)**

We reviewed the listed goals that we discussed at our last meeting. The Council agreed to the three goals with an additional goal to engage with the Education Master Plan and to work with the recommendations from the EMP work group. The Council also added to the “Support our Accreditation Visit” goal that they will be responsive to anything in their purview.

17-18 Goals are as follows:

- Instructional Equipment & Library Materials allocation (fall)
- Support our Accreditation Visit (Oct. 1 – 5, 2017) and be responsive to any recommendations in RAC’s purview.
- Budget Development (spring)
- Engage with the Education Master Plan and work with the recommendations from the EMP work group.

Action Item:

**Nancy Sill made a motion to approve the four listed goals above.
Jennifer Hamilton seconded the motion.
Motion carried.**

IV. IELM Update/Allocation

AI advised that we have \$636,226.31 in IELM carryover with one outstanding item from 16-17 which is smart boards for the Geography lab. The original approval was for \$4,500 but the smart boards for this amount are not supported by IT. Cece Hudelson has been diligently working to get a quote for smart boards that serve the purpose she needs and that IT supports since May. The quote received is for \$11,854.46.

Action Item:

**Patrick Bettencourt made a motion to accept and approve the quote for \$11,854.46.
Kevin Alavezos seconded that motion.
Motion carried.**

As relayed in a memo from Sarah Schrader, District Controller, the 17-18 instructional equipment allocation is \$346,357. This amount combined with the 16-17 carryover of \$636,226.31 less the \$11,854.46 approved for the above mentioned item, leaves a remaining balance of \$970,728.85 to be allocated for 17-18. AI started the discussion with the available options of expending the entire amount, setting some aside for shared institutional needs and opened up the conversation for discussion of other options.

There was extended dialogue regarding the amount of technology items on the program review requests, more specifically, the classroom sets of laptops, Surface Pros, iPads, etc. The trend in requests is showing an institutional need for technology and a need for an institutional solution rather than a specific program solution. The conversation included the suggestion of reviewing the technology items at the College Technology Committee to learn and/or develop the standards for these items. The Council also discussed the need to reshape the thought of “these belong to us” and look strategically at a plan where disciplines can share the technology items among each other.

Action Item:

Kevin Alavezos made a motion to:

1. Split the technology/non-technology items from the 17-18 program review requests
 2. Send the technology items to CTC for an institutional view of class-set standards/institutional solutions
 3. Ask deans for a list of "Shared Institutional Needs"
 4. Request that the deans categorize their program review requests by mandated or non-mandated
 5. Review the requests using RAC's Guiding Principles
 6. Requested items will move up on the deans prioritized lists if other items are pulled out if being funded by Lottery or Shared Institutional needs but said items will not be back-filled by lower ranking items
 7. Report-out to College Council
- Patrick Bettencourt seconded that motion.
Motion carried.

Informational Items

V. Check Out

1. Minutes to date were approved.
2. The goals set at the last meeting were adopted along with an additional goal to engage with the EMP.
3. An outstanding item, smart boards for Geography, from 16-17 program review were approved.
4. The 17-18 IELM allocation is \$346,357. With the remaining 16-17 amount, the total for 17-18 is \$970,728.85.
5. The Council decided not to allocate from the program review requests at this time but to develop a plan with the College Technology Committee for an institutional solution for technology needs.

The meeting adjourned at 12:03pm.

Next meeting: November 3, 2017 10:00am – 12:00pm, Student Services, 203