

**Modesto Junior College
Resource Allocation Council
December 15, 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

- I. Call to Order**
Al Alt called the meeting to order at 10:01am.

Action Item

- II. Review and Approval of Minutes – 10/20/17 and 11/17/17**

Action Item:

Quorum was not met at today's meeting. Minutes from 10/20/17 and 11/17/17 will be reviewed at the next meeting.

- III. Reschedule Jan. 5 meeting (Institute Day)**
It was brought to the attention of the Council that the January 5, 2018 meeting falls on Spring Institute Day. We were not aware of that when the original schedule was made. There was consensus by the end of the meeting to reschedule Jan. 5 to Jan. 12, 2018.

- IV. IELM Update/Allocation**
There was discussion at the last meeting regarding the concern on how to move forward in the allocation process and going about it in the most thoughtful way. The group deferred on making any decisions at last meeting as they felt more comfortable waiting until more members were in attendance. We've talked about allocating things differently for quite a long time. As part of our

goals, we are supporting accreditation and the outcomes while integrating the QFE (Quality Focus Essay) into the process. The group decided to proceed with the process we've been using for this allocation. We will immediately evaluate the process at an upcoming meeting.

The Council would like to consider a template to go out to departments/divisions which would include questions that would clarify what is being requested. The questions would include: Is this a new or replacement item? Are there infrastructure costs and if so, how much? How old is the equipment being replaced?

There were several questions regarding the existing requests that AI will follow up with the departments/divisions on:

AG:

Curtains – AI advised the description he received for this item, Council agreed and accepted.

AHFCS:

Equipment for Child Development Instructional Lab (Me-Wuk), indoor and outdoor instructional equipment – Need a detailed lined out description/quote. Is there a different way to deliver this program? How is this equipment used in your program not just the pre-school itself?

BBSS:

Updated Smart Classrooms – 14 Computers/Monitors (\$24,000.00) moving to “Shared Institutional Needs”. (Moved on spreadsheet).
QuickBooks Certipoint Certification Portal access - move to Lottery. (Moved on spreadsheet).

CTE:

Student Computer Lab – Is this a new or replacement lab? VDI possibility?

LIT/LANG:

Budget to maintain subscription databases – move to Lottery. (Moved on spreadsheet).
ELL Welcome Center, ELW, and ELIC Program Equipment & Supplies – Need detailed list. Is this equipment, supplies or both?

PRHE:

Weight lifting equipment for weight rooms – need detailed description.
Scoreboards for softball, baseball & football – Is this 3 requests within \$50,000? Request individual quote for each. May not fund all 3.

SME:

30 New Compound Microscopes to Equip 1 Biology Lab – Council felt that microscopes were recently replaced, need clarification.
Damaged Anatomical Model Replacements – request separate quotes and clarification. There was mention these needed to be a complete set.
Large lecture hall projection upgrade (Under Shared Institutional Needs) – Speak to Dean Maki regarding \$156,500 for entire upgrade or \$60,000 for upgrade to existing projection.

The Council agreed to cover the Shared Institutional Needs requests and to revisit the updated spreadsheet list after the above items were moved to lottery, SIN, etc. to consider the remaining amount we'd be able to cover with our given IELM funding. Holding back \$50-70k for emergencies is also being considered.

Additional Information:

AI relayed to RAC that Roger Clague, Vice Chancellor of IT, will be holding a meeting on February 6 where he has invited MJC's and Columbia's Technology Committees. This meeting should clarify why YCCD cannot support a full shift to Apple products.

President Stearns shared that Apple devices are built to be one on one with the owner so they don't work well in classroom settings. The shift we are seeing in higher education is the students are bringing their own devices. The notion of a dedicated lab is becoming less and less. We are shifting the paradigm of how we're maintaining our technology and software licenses. We shouldn't actually be maintaining labs institutionally. District wide we should be cautious about purchasing sets of technology. We may see licensure on servers where students are able to sign on with that particular license onto their own devices. This would also coincide with the proposed recommendation from our accreditation visit.

Informational Items

V. Check Out

1. Absent a quorum, minutes were not reviewed.
2. An updated list will be forwarded to members prior to our Jan. 12 meeting showing new options after moving items to SIN, Lottery, moving priorities up, etc.
3. There was consensus to cover SIN and re-evaluate what we'll be able to fund on the Program Review list dependent on the answers received on particular items. Holding back \$50-70k for emergencies also being considered.
4. Our next agenda will include IELM Update/Allocation along with the evaluation of our process.
5. Our Jan. 19 agenda will include information from the Statewide Budget Meeting on Jan. 17.

Next meeting: January 12, 2018 10:00am – 12:00pm, **CAT 262**