

**Modesto Junior College
Resource Allocation Council
April 18, 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		√
Debra Bolter , Professor, Anthropology	YFA Budget Analyst -Substitute		√
Iris Carroll , Professor-Librarian	Academic Senate appointee	√	
Paul Cripe , Professor, Mathematics	Academic Senate appointee	√	
Rosanne Faughn , Accounting Specialist	CSEA appointee	√	
Joan Ferrell , Bookstore Textbook Buyer	CSEA appointee	√	
Cece Hudelson , Dean, BBSS	Dean Rep	√	
Susan Kincade , Vice President of Instruction	Vice President of Instruction		√
Lenicia Lopez , Student	Student Senate		√
Nancy Sill , Professor, Business Administration	YFA appointee	√	
Brenda Thames , Vice President of Student Services	Vice President of Student Services		√
Judy Wagner , Administrative Secretary	Classified Staff Advisory Council	√	
Hunter Wright , Student	Student Senate		√
John Zamora , Professor, Computer Science	Academic Senate appointee	√	
Lisa Husman , Executive Secretary	Recorder	√	

Vacant position
YFA Budget Analyst

- I. Call to Order**
Al Alt called the meeting to order at 10:00am.

Action Item

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

Action Item:

Iris Carroll moved to approve the minutes of March 7
Seconded by Jenni Abbott
11 ayes, 0 nays, 0 abstentions
Result: Motion passed

Rosanne Faughn moved to approve the minutes of March 21
Seconded by Cece Hudelson
11 ayes, 0 nays, 0 abstentions
Result: Motion passed

Kevin Alavezos moved to approve the minutes of April 4
Seconded by Nancy Sill
11 ayes, 0 nays, 0 abstentions
Result: Motion passed

III. Budget Development for 2014-2015

Al Alt advised that Gary Whitfield completed the budget development. Salary files were sent to deans, directors and vice presidents.

There was discussion regarding the state allocation and how certain FTES can earn funding, meeting the 2-3% FTES growth target and the PTOL trend in regard to FTES.

IV. Review of RAC's Charge

"Decision-Making on Resource Allocation at MJC" and "College Governance Councils/ (RAC)" excerpts from Engaging All Voices along with RAC's Guiding Principles were distributed and discussed at the meeting.

V. Evaluation of RAC Council

Al addressed the Council with questions designed to evaluate the effectiveness of the council. The questions listed below were discussed. The council discussed the questions and came to consensus on the responses.

- *Does the Council have a clearly articulated purpose or charge?*

The Council has a clear charge and the members understand the charge.

- *Is the charge understood and followed?*

The institution and the council have experienced change at a significant rate. The Council has experienced difficulty in developing sustainable and continuous improvement due to the rate of change within the College.

- *Has the Council followed its guiding principles?*

The Council is mindful of the guiding principles but has been given limited time and opportunity to apply them to decision making.

- *If not, which principals were not followed?*

Timelines are compressed and decision making has been reactive rather than proactive.

- *At the beginning of the academic year, did the Council set specific goals?*

Specific goals were not set or clearly articulated/understood. Setting goals each spring for the following year would be beneficial.

- *Is the information provided to the membership understandable?*

Having opportunity to review reports/data in advance that are to be presented at the following council would be helpful.

- *What information could be provided to improve the effectiveness of the Council?*

The next evaluative cycle (academic year) should include further review, feedback and evaluation. The Council desires clear understanding of the charter, goals and information/feedback.

- *What is/are the most significant accomplishments for the year?*

The Council is cohesive in its charge and absent dissention. \$150,000 program review funds were allocated through the Council's review/prioritization process.

- *How can the Council's overall effectiveness be improved?*

Goal setting, education, the opportunity to engage in a process, timelines, ability to translate agenda items/timelines into viable actions/recommendations. The group stressed that they'd like to develop a repeatable cycle with integrated decisions.

There was discussion that we can utilize the Council to educate stakeholders as to what the budget looks like and to solidify the evaluation rubric of ourselves in early fall and to use this annually.
It was also important to the Council to have consistency in regards to report outs.

VI. Fall Schedule for RAC

The Council agreed that the first and third Friday of each month continues to coincide with most of their schedules. The 2014-2015 schedule is as follows: Sept 5, Sept 19, Oct 3, Oct 17, Nov 7, Nov 21, Dec 5, Jan 16, Feb 6, Feb 20, Mar 6, Mar 20, Apr 3, and Apr 17.

VII. Formation of YFA negotiated Enrollment Management Committee

There was discussion that Enrollment Management is under Instruction Council and consideration as to how RAC affects Enrollment Management. It was mentioned that Susan Kincade will be looking at it and where it will be housed. It was also mentioned that if a work group is formed, it would be beneficial for a RAC member to sit on that committee.

VIII. Adjournment

The meeting adjourned at 11:40am

Next meeting: September 5, 2014, 10:00am – 12:00pm, Morris Memorial Conf. Room A