

Modesto Junior College
CTC Meeting Minutes

November 15, 2011

Approved Minutes

Co-chairs: John Zamora, Nadia Vartan

Present: Arnold Chavez, Will Lotko, Ellen Dambrosio, James Clarke, John Zamora, Pamela Aguilar, Shamiran Pourelyas, Laura Maki, Jenni Abbott, Carol Ellis, Nadia Vartan, Nancy Backlund, Scotty Gonser

Absent: James Palmer, Josh Hash, Larry Scheg, Mel Ainsworth, Michael Sundquist, Pedro Mendez, Shelton Patterson, Timothy Vaughan, Michael Smedshammer, Dale Phillips, Yoseph Demissie, Nora Seronello, Michael Guerra, Francisco Banuelos

Approval of Minutes

In the other items section of the November 10 minutes, instead of the word “persuade,” use the word “inform” and flip the words personnel and non-personnel. Jim Clarke motioned to approve the minutes as changed. Nadia seconded the motion. The minutes are approved from November 10, 2011.

Discussion on Personnel Requests

All individual scores were combined and displayed from highest to lowest for the group to review and rank. We started at the bottom of the list, worked our way up and verified or disputed the placement of each position in our combined rankings.

Scotty clarified that items 775, 740 and 420 is a shared position. We will rank 420 and move 775 and 740 to the bottom of the list, since if one is approved, it would cover all three requests. In future Program Reviews, shared positions should be listed as one item, not three.

At some point, the strategic plan for MJC and its relation to technical services need to be addressed. Should technical positions be centralized? This cannot be addressed as we rank the personnel, but this should be a discussion we bring to the table in the future.

Discussion on Non-personnel Requests

The council was asked to continue the ranking process for all the non-personnel technology related requests.

The items requesting budget line items are not going to be scored, as they were not seen as a resource by the council. Budgets are allocated and if they are not spent, it is not a resource. The line item requests need to be handled at a higher level at MJC. Jenni mentioned that Planning and Budget are looking for equipment ranking, not budget request rankings.

The council agrees that item for Media and Technology Services requesting a line item in their department budget for computer and classroom equipment replacements is an extremely important request, but will not be ranked in this process. It will, however, be addressed in a narrative that if Media and Technology received a line item in their budget for equipment replacements, most of the Program Review resource requests for technology would be fulfilled. Many of the requests made in Program Review would not appear if we had a replacement plan in place, along with the budget to support it.

It was suggested that when we submit our rankings for non-personnel items to Planning and Budget, that we highlight the items that would not be covered by placing a line item in Media and Technology

Services budget. Many of these requests asked to replace old equipment such as computers, video projectors, document cameras, printers, copiers, etc. We will likely see that most items will be covered by the budget requested by Nadia.

It is likely that Planning and Budget will allocate approximately \$500k to technology related requests. We need to rank the requests we've received and send them our recommendation with a rationale.

The list of non-personnel items relating to technology is daunting and will be a difficult task, so the council will do their best at their individual rankings and send them to Jennifer no later than Thursday, 11/17/11, at 9 a.m. so she can compile the results for our meeting later that day.

Next Steps

Action Item:

- Email your scored non-personnel requests to Jennifer

WHO: Everyone in CTC

WHEN: No later than Tuesday, November 15, 2011, 9 a.m.

Next Meeting: Thursday, November 17, 2011, 2 p.m. – 5 p.m. in Yosemite 210, to rank resource requests.