

**Modesto Junior College
Resource Allocation Council
February 19, 2021**

Members	Representing	Present	Absent
Sarah Schrader , Vice President of College & Administrative Services	Chair	√	
Vacant	Dean, Institutional Effectiveness		√
Kevin Alavezos , Professor, Office Administration	Academic Senate Appointee		√
Flerida Arias , Vice President of Student Services	Vice President of Student Services		√
Santanu Bandyopadhyay , Interim President	President		√
Patrick Bettencourt , Dean	Dean Rep	√	
Iris Carroll , Librarian	Academic Senate Appointee	√	
Samantha Carvajal , Student	ASMJC Student Senate	√	
Ceca Hudelson , Professor, Geography	Academic Senate Appointee	√	
Lisa Husman , Executive Secretary	Recorder	√	
Donna Louie , Counselor, EOP&S	YFA Rep	√	
Mike Morales , Professor, Ag & Environmental Science	YFA Rep	√	
Parul Parikh , Accounting Analyst	CSEA Appointee	√	
Hannah Ransdell , Student	ASMJC Student Senate	√	
Elaine Schuber , Senior Administrative Secretary	CSEA Appointee	√	
Nancy Sill , Dean	Dean Rep	√	
Judy Wagner , Senior Administrative Secretary	Classified Staff Advisory Council	√	
Jennifer Zellet , Vice President of Instruction	Vice President of Instruction	√	

Vacant position
Academic Senate Appointee
Guest
Maria Vivas

I. Call to Order/Welcome

Sarah welcomed everyone and called the meeting to order at 10:03am. The meeting started with informational items since there was not a quorum at the start of the meeting.

Action Items:

II. Review and Approval of Minutes – 02/05/2021

Motion: Donna Louie made a motion to approve the minutes from 02/05/2021

Seconded by: Elaine Schuber

13 ayes, 0 nays, 0 abstentions

Motion passed.

III. Participatory Governance Document Final Review

Sarah requested this agenda item be removed. It was from the 02/05/2021 and was not relevant to this meeting. There was consensus to remove this agenda item.

Informational Items

IV. DFAC Update

Sarah relayed that a lot of the conversations in DFAC regarding the

carryover/savings document have concentrated on the two colleges being able to maintain 75% of their total savings with Facilities and IT also being able to maintain 75% of their savings. The document has been modified to state all of Central Services will be able to maintain their savings. Sarah explained that departments like Human Resources, Accounting, Fiscal Services and Grants does not heavily impact the colleges and they do not make big purchases for the colleges. She also explained how HRs budget is mainly personnel and legal costs which is an institutional cost.

With DFAC being a recommending body to the Chancellor, the updated document is now going out to the constituent groups. The recommendations will come back and Crista Noakes will take note of them. They will go to the Fiscal Four for evaluation. The other part of the DFAC conversation pertained to addressing the triggers of when do we use the reserve.

Sarah shared the Savings/Carryover/Deficit document and explained the updates and possible other adjustments that may arise. This document can be found [here](#). The Council also asked for the Savings/Carryover/Deficit document with the track changes that can be found [here](#). That will be sent out as well.

V. HEERF II Update

Sarah shared the updated [HEERF II Memo](#) with the Council. Sarah advised there has not been any major changes to the memo other than the addition of Professional Development for Online Instruction under MJC's Deans Cabinet. The other addition was the College will also cover the cost of necessary safety precautions including but not limited to PPE to ensure the College is following CDC guidelines.

Sarah advised that College Technology Committee is having conversations about standards for technology. IT, faculty and Deans will be involved in conversations with vendors to identify standards and create "hy-flex" classrooms that are able to accommodate in-person and virtual classes simultaneously.

There was conversation regarding technology investments that also include maintenance and eventual replacement and how these investments will be covered in the future.

VI. College RAM Subcommittee Update

Sarah shared the [College RAM draft](#) that was developed by the RAC subcommittee. The RAM provides transparency into our process for allocating resources and what our goals are in terms of where we decide to allocate resources. Sarah explained the process and procedures of the RAM. As a recommending body, RAC helps to create the recommendations that will move forward to College Council for approval. The RAM also includes a timeline/calendar for Program Review. Sarah requested that the College RAM go out to constituent groups and be brought back to RAC with any feedback and/or recommendations. Sarah relayed that she would be available for group presentations if needed.

There was conversation regarding related quotes that match Program Review requests. Sarah advised that College & Administrative Services will make sure there are updated quotes for the requests being recommended for funding.

Sarah's hope is to get the College RAM approved prior to summer break.

VII. RAC/Facilities Council Subcommittee Merge Update

Lisa provided an update on the RAC/Facilities Council Subcommittee merge update. Facilities Council requested that a subcommittee be formed with RAC in order to

merge the two Councils. Both Councils voted to start the new committee in the Fall and take some time in this semester to meet so the new committee is ready. The subcommittee members from Facilities Council are Frank Funes, Don Borges, Sherri Suarez, Glen Stovall and John Zamora. The members from RAC are Kevin Alavezos, Parul Parikh, Elaine Schuber, Iris Carroll and Donna Louie. The first subcommittee meeting with these members and Sarah will be on March 4 at 11:00am. The hope is to be ready to merge in the fall after two or three Spring meetings.

VIII. Other

Sarah advised there was additional funding approved from the State of California for Emergency Student Relief as well as funds coming in to address food insecurity. She also understands there may be a third round of Federal Relief. This would be more than the last round of funding. Sarah will keep the Council posted on this possible additional funding.

There was conversation about the availability of the COVID-19 vaccine to YCCD employees.

IX. Check-Out

Minutes were approved.

Reviewed DFAC Carryover Document. The document with track changes was sent to RAC members.

The College RAM Draft will go out to constituent groups. Sarah will be available for group questions if needed.

The goal is to have the RAM approved this Spring.

RAC/Facilities Council Subcommittee Merge update was provided.

COVID-19 vaccine availability was discussed.

Meeting adjourned at 11:10am.

Next meeting: March 5, 2021, 10:00am – 12:00pm, Online Zoom Meeting