

Resource Allocation Model Taskforce

Meeting Minutes

January 19, 2018 // EVC, Mishra Room // 9:00 a.m. to 11:00 a.m.

Members Present: Guillermo Castilla (Academic Senate – SJCC), Paul Fong (AFT), Doug Smith (Administrator – District), Peter Fitzsimmons (Administrator – District), Andrea Alexander (Administrator – EVC); Yesenia Ramirez (CSEA – EVC), Eric Narveson (Academic Senate – EVC), Steven Graham (Academic Senate – EVC), Jesus Covarrubias (Academic Senate – SJCC), Fabio Gonzalez, (Academic Senate – District), Jorge Escobar (Administrator - SJCC); Jose Luis Pacheco (CSEA-DS)

Members Absent: Mark Newton (Administrator – SJCC), Antoinette Herrera (Administrator – EVC)

Alternates Present: Maniphone Dickerson (Administrator – EVC), Eugenio Canoy (Administrator – EVC), Marilyn Morikang (Administrator – SJCC)

Also Present: Carol Anderson (Recorder), Jonathan Camacho (WFI), Jennifer Le (District – Admin Services), Byron Breland (Administrator – SJCC), Jennifer Bills (AFT)

1. Call to Order – 9:07 am. Mr. Jose Luis Pacheco was introduced as the new CSEA representative from District Services.
2. Approval of January 19, 2018 Meeting Agenda: M/S/P; Ayes-13, Opposed-0, Abstentions-0, Absent-1. A motion to approve the agenda was made by Fabio Gonzalez; seconded by Jorge Escobar. Agenda is approved as presented.
3. Approval of December 1, 2017 minutes: M/S/P; Ayes-10, Opposed-0, Abstentions-3, Absent-1. A motion to approve December 1, 2017 minutes was made by Fabio Gonzalez; seconded by Jesus Covarrubias. Motion carries with the following change:
 - From the top of page three, under the section titled “Approve Modified Revenue Allocation Model Flow Chart”, remove Absent-2 and the remaining paragraph, leaving “The motion carries.”
4. RAM Outcomes: Mr. Narveson asked the Task Force what they wanted to see come out of the Task Force. Below are the outcomes stated by members of the Task Force:
 - Mr. Castilla would like to see a model based on the values of the District. When the accreditation teams come they need to see that our planning is based on the Districts values. The final outcome of the Resource Allocation Model needs to reflect these values.

- Mr. Covarrubias would like to see the RAM have very clear, established procedures for the expenditure of resources that is done in an efficient way that doesn't stifle us as a District.
- Dr. Breland would like to see the RAM reflect the District-wide values as opposed to focusing only on the college values. We need to focus on where we want to be in the future, not where we are right now.
- Dr. Breland would also like to see the RAM be in line with the changes the State is making. The State is focusing on funding based on outcomes and will be looking at number of transfers, degrees, and certificates awarded and funding districts based on outcomes. Although we are not an apportionment district, our model should be reflective of this change.
- Mr. Escobar feels that how we operate today is not based on best practices and that our dollars should be put to better use. Mr. Escobar would like to see the following RAM outcomes:
 - Clear definitions
 - Review of the Board Policies and Administrative Procedures. Procedures need to be clearly documented
 - Improvements in technology
 - Streamlining workflows
- Mr. Pacheco agrees with Mr. Escobar and would like to see efficient workflows and processes in the system.
- Mr. Fong would like to see dollars remaining at the District for increasing wages and benefits.
- Mr. Gonzalez feels that it is important that the outcome of the RAM doesn't create pockets of funds (i.e. carryover). He would also like to see the Task Force agree to a RAM by the end of the semester. He also recognized the work of the group.
- Ms. Alexander feels it is important the Total Cost of Ownership is incorporated into the RAM.
- Mr. Narveson thanked those that shared the Outcomes they are hoping to see and stated to the group that if they would like to write a skeletal outcome and share it with he and Mr. Smith, they can add it to a future agenda for discussion so that we can get to some real goals and outcomes to shoot for.

5. District Wide vs. District Services: Mr. Fitzsimmons explained the difference between District wide costs and District Service costs. District wide costs are those that benefit the entire district where District Service costs are the people at the District office (and

departments supported by the District Office – Campus PD, maintenance, etc.) and the costs to support those people.

Mr. Smith pointed out that shifting costs from district-wide to the colleges has a net neutral effect on the budget. It simply redirects the control and management of those costs to the colleges. There may be costs at the college level that may be redirected and centralized. Re-directing of costs does not change the ultimate outcomes for the colleges, it simply creates a better assignment for that expenditure.

Mr. Fitzsimmons reviewed the FY17-18 District-wide Adopted Budget. After reviewing and discussing the report, the following costs were determined to need further discussion at a future meeting:

- a) **Varsity Sports (cost center 0836)** – Mr. Escobar would like to see this cost redirected to the colleges. Mr. Fitzsimmons noted that although this is titled Athletic Insurance, this is really insurance that is provided for all students.
- b) **Maintenance (cost center 6510)** – There was discussion that while Maintenance has a budget, the colleges are charged for all repairs, etc. Mr. Fitzsimmons agrees that this is definitely an opportunity for discussion and is an area of improvement.
- c) **Utilities (cost center 6570)** – Requires further discussion.
- d) **Campus Police (cost center 6771)** – Mr. Escobar feels that the budget for Emergency Preparedness is low and should be increased and Mr. Narveson wonders why fingerprinting for all new employees is a Police Department expense. Requires further discussion.
- e) **Reprographics (cost center 6773)** – Requires further discussion.
- f) **ADA Projects (cost center 7106)** – Mr. Fitzsimmons feels that interpreters should not be a centralized expense and should be considered for redirection. Requires further discussion.

Mr. Gonzalez would like to see a report showing the last five years of District-wide expense.

Meeting adjourned at 11:11 am.