

Resource Allocation Model Taskforce

Meeting Minutes

December 1, 2017 // SJCC, T-415 // 1:30 p.m. to 3:30 p.m.

Members Present: Guillermo Castilla (Academic Senate – SJCC), Barbara Hanfling (AFT 6157), 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), Mark Newton (Administrator – SJCC), Antoinette Herrera (Administrator – EVC); Jesus Covarrubias (Academic Senate – SJCC), Fabio Gonzalez, (Academic Senate – District), Jorge Escobar (Administrator - SJCC)

Members Absent: Dan Hawkins (CSEA – District),

Alternates Present: Chris Frazier (Academic Senate - SJCC), Kathy Tran (EVC-Admin Svcs.)

Also Present: Carol Anderson (Recorder), Jonathan Camacho (WFI), Jennifer Le (District – Admin Services),

1. Call to Order – 1:38 pm

Chris Frazier sat in for Guillermo Castilla, representing the SJCC Academic Senate. Mr. Castilla arrived at 2:30 PM. Mr. Gonzalez and Mr. Covarrubias left early, Mr. Frazier then sat in for Mr. Covarrubias.

Mr. Hawkins has resigned from the RAM Task Force. Ms. Ramirez will contact him and request his formal resignation. Once his formal resignation is received, Ms. Ramirez will follow-up with CSEA for a new appointment as well as an alternate.

2. Approval of December 1, 2017 Meeting Agenda: M/S/P; Ayes-12, Opposed-0, Abstentions-0, Absent-2. A motion to approve the agenda was made by Eric Narveson; seconded by Jorge Escobar.

The agenda was approved with the following change: Item #8-December 15<sup>th</sup> Meeting Start Time, was moved to follow item #3-Approval of October 13, 2017 minutes. Ms. Herrera joined the meeting following the approval of the agenda.

3. Approval of October 13, 2017 minutes: M/S/P; Ayes-10, Opposed-0, Abstentions-2, Absent-2. A motion to approve the agenda was made by Eric Narveson; seconded by Chris Frazier. Motion carries with the following changes:

- Remove the first two sentences from item “i” on page 4
- Minutes were approved to allow Mr. Castilla to amend his statement on page 2, #5, bullet 5: “Mr. Castilla believes...” Mr. Castilla amended his statement to read: Mr. Castilla believes that there is a recommendation in the **report** from the **visiting team** regarding a resource allocation model. Mr. Fitzsimmons pointed out that the

mention was made by the accreditation team but was not in the **letter** from the Commission.

Ms. Herrera joined the meeting following the approval of the minutes. Jorge Escobar and Fabio Gonzalez abstained.

4. December 15<sup>th</sup> meeting start time: It was discussed and all agreed to cancel the December 15<sup>th</sup> RAM meeting. Mr. Smith motioned to cancel the December 15<sup>th</sup> meeting, Mr. Gonzalez seconded the motion, all agreed.
5. Spring Meeting Dates: The following meeting dates were discussed and agreed upon for the Spring 2018 semester:

<u>Date</u>	<u>Time</u>
January 19, 2018	9:00 AM – 11:00 AM
February 2, 2018	1:00 PM – 3:00 PM
February 23, 2018	2:00 PM – 4:00 PM
March 2, 2018	1:00 PM – 3:00 PM
March 9, 2018	1:00 PM – 3:00 PM
March 16, 2018	1:00 PM – 3:00 PM
April 6, 2018	1:00 PM – 3:00 PM
April 27, 2018	2:00 PM – 4:00 PM
May 4, 2018	1:00 PM – 3:00 PM
May 11, 2018	1:00 PM – 3:00 PM

6. Approve Modified Revenue Allocation Model Flow Chart

Mr. Narveson made a motion to approve the modified flow chart on page 19 of Mr. Stutzman’s report. Modifications made to the flow chart as presented on page 19 are as follows:

- Added “Innovation” in the Program Performance Allocation Box
- Deleted WFI

Mr. Fitzsimmons seconded the motion and suggested the following changes to the flow chart:

- Edit the second box to read “Program Performance and Innovation Allocation”
- Add a new box titled “College Program Allocation”

Mr. Escobar distributed a copy of the modified flow chart showing District-Wide and District Services as two separate boxes.

A vote was taken on the motion to approve the modified flow chart from page 19 of Roy Stutzman’s report with the following changes:

- Edit the second box to read “Program Performance and Innovation Allocation”
- Add a new box titled “College Program Allocation”
- Separate District-Wide and District Services into two separate boxes

The vote was as follows: Ayes-11, Opposed-0, Abstentions-1. The motion carries.

It is agreed by all that we can amend the adopted flow chart at any time and that the “Open Items List” is a working document and can be added to on an on-going basis. The list stays open.

7. Review remaining open items list: A discussion was had as to why metrics are included in the Basic Allocation box. Ms. Alexander feels that the basic allocation is the bottom line of what is needed to run the colleges and has nothing to do with student count, program, etc. It was agreed to change the title of the first box on page two of the open items list (left column) to Basic instead of Base.

Mr. Fitzsimmons noted that the open items list came from the business procedures in Consultant Stutzman’s report. These are items Roy is proposing that need further discussion and we may not agree with Consultant Stutzman.

Ms. Hanfling agrees with Mr. Escobar that we need to look at District Services and believes the District should have variables just like the colleges. She also feels that the colleges should have a Hold Harmless clause, which is already one of the variables. An example of the State Hold Harmless clause is as follows:

FTES	Year	Funding
10K	1	100%
9K	2	100%
9K	3	2/3
9K	4	1/3 of the difference
9K	5	Re-based

After year 2, the college has 3 years to get back to their original funding level of 10K. If they don’t their funding is now based on 9K. We are not suggesting this is what the District will do, this is a variable that still needs to be addressed.

8. District-Wide vs. District Services: Mr. Fitzsimmons reviewed the handouts included for the District-Wide and District Services adopted budget. He reviewed how to read them and will go into more detail regarding these budgets at the January 19<sup>th</sup> meeting.
9. Adjournment: Meeting adjourned at 3:37 PM