I. Call to Order
Al Alt called the meeting to order at 11:37 am.

II. Action Items
a. Approval of Minutes
   Action Item:

   Jill Stearns made a motion to approve the minutes from 10/17/14, 11/07/14 and 11/21/14.
   Judy Wagner seconded that motion.
   Results: 10/17/14 – 2 abstentions, 11 ayes, motion approved.
   11/07/14 – 2 abstentions, 11 ayes, motion approved.
   11/21/14 – 4 abstentions, 9 ayes, motion approved.

III. IELM Allocation
Resource Allocation Council (RAC) is tasked with allocating this year’s IELM funds. Allocation along with a timeline and the instruction outlook were discussed with the following outcome including a motion:

- RAC has $425,000 to allocate for the specific purposes outlined for IELM guidelines. These funds must be expended in the current fiscal year. This includes following the District’s purchasing cut-off and having all items received by June 30, 2014.
- RAC will be utilizing the same process to allocate funds as was utilized last year. Funds will be allocated to needs identified in 2012-2013 program reviews and the 2014-2015 Resource Allocation requests.
- In order to request these funds, RAC will respectfully ask that the divisions/departments utilize their respective 2012-2013 Program Review and 2014-2015 Resource Allocation requests to identify their top 5 priority needs. The divisions/departments will be asked to submit their priorities to Al by the end of the day, January 9, 2015.
- RAC will utilize its Guiding Principles to make determination as to which priorities receive IELM funding.
- The deans will receive a memo from Al Alt outlining the above and including the following documents:
  - The existing Equipment and Technology Requests from 2012-2013 Program Review. (Note: Al reduced this to only those requests that would qualify for IELM funding. Not all remaining requests are guaranteed to be qualified for IELM but Al eliminated those that definitely do not.)
  - Summary Guidelines for IELM
  - RAC’s Guiding Principles

**Action Item:**

Jenni Abbott made a motion to ask the deans to submit a list of their top 5 priorities along with a narrative. RAC would then prioritize all of the submissions. Iris Carroll seconded that motion.

Results: Motion carried with 11 ayes.

The meeting adjourned at 1:00pm.

**Next meeting:** January 16, 2014, 10:00am – 12:00pm, Student Services, Room 203