

From: [Jill Stearns](#)
To: [MJC Everyone at MJC](#)
Subject: MJC Budget Development 2014/15
Date: Wednesday, February 19, 2014 1:15:56 PM
Attachments: [ResourceAllocationRequestForm2014-15.xlsx](#)

Greetings,

The [MJC budget development process](#) (p. 23-25, Engaging All Voices) includes the opportunity for all college departments to make budget allocation requests. The [budget development graphic](#) is available as a visual reference of the process.

Requests made through Program Review completed last year (2012/2013) will automatically be included for consideration in the ongoing budget development process. Additionally, because needs can change rapidly, an opportunity for quick updates is attached. Please use the Resource Allocation Request Form to request new resources or to change the priorities addressed in your 2012/2013 Program Review.

Please provide a description of the request, justification, and note the college goals supported by the requested resource. The form includes links to pertinent supporting resources and information. Resource Allocation Request Forms are due to the deans by March 7, 2014 for division consideration in the 2014/15 budget development.

Questions? Send an email and I'll do my best to respond quickly.

JILL STEARNS

President



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Modesto Junior College				
RESOURCE ALLOCATION REQUEST			DIVISION/PROGRAM/UNIT:	
FY 2014-15			Date:	
			Request originator:	
Routing Instructions: Forward to immediate supervisor and appropriate dean by March 7, 2014			Supervisor:	
			Dean:	
	Description of request	Proposed	Justification for request *	Goals Supported
Goods and Services				
	<i>Instructional Supplies</i>	\$ -		
	<i>Non-Instructional Supplies</i>	\$ -		
	<i>Travel and Conference</i>	\$ -		
	<i>Dues and Membership</i>	\$ -		
	<i>Contracts/Lease/Maint</i>	\$ -		
	<i>Equipment</i>	\$ -		
		\$ -		
<p>* Justification must be supported by recommendations from program review, CLO and PLO assessment, or recommendations from evaluations (e.g., college performance indicators, accreditation recommendations, planning agendas from accreditation self-study, site visit recommendations, Community College Survey of Student Engagement, Accountability Reporting for the Community Colleges, etc.) and linked to college goals (just list the college goal number). College goals and outcomes reports can be accessed at the College Council web site.</p>				
CLICK HERE TO ACCESS OUTCOMES AND REPORTS			CLICK HERE TO ACCESS ACCREDITATION FINDINGS, SELF-STUDY AND REPORTS	