

MOORPARK COLLEGE

Fiscal Planning Committee

The Fiscal Planning Committee makes recommendation on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college-wide fiscal operations: Ed Code 53200(c): - processes for budget development

MINUTES

Tuesday, January 22, 2019

1:00 – 2:20 p.m.

Campus Center Conference Room

POSITION/DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND
Co-Chair: Academic Senate President	Nenagh Brown	X	Athletics/HED/Kin	Vance Manakas		English/ESL	Kara Lybarger-Monson	
				Remy McCarthy (Alt)		Business	Jeff Baker	X
							Ruth Bennington	X
Co-Chair: Classified Senate President	Gilbert Downs	X	Physics/Astronomy/Engineering	Erik Reese	X	Library	Linda Kennedy	X
						ACCESS	Silva Arzunyan	
Co-Chair: VP Business Services	Silvia Barajas		Student Health Services	Sharon Manakas	X	Health Sciences	Christina Lee	X
AFT Faculty Appointee (1)	Rex Edwards	X						
Associated Students Representative (1)	Andrew Lopez	X	Chemistry/Earth Sciences	Vincent Crisostomo		Mathematics	Phil Abramoff	X
Classified Supervisors' Representative (1)	Michele Perry	X	Counseling	Traci Allen	X	Child Dev Center	Johanna Pimentel	X
				Wendy Berg (Alt)				
Classified Representatives (3)	Celine Park		Social Sciences	Lee Ballesterio		EOP&S	Marnie Melendez	X
	Linda Sanders	X		Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	
	Obalid Younan	X	Fine & Performing Arts	John Loprieno	X	Behavioral Sciences	Danielle Vieira	X
Dean Appointees (3)	Carol Higashida	X	World Languages	Perry Bennett		Life Sciences	Melia Tabbakhian	
	Mary Rees	X	Child Development	Cindy Sheaks-McGowan	X	Media Arts/Comm Studies	Neal Stewart	X
	Traci Allen	X	Guest	Cynthia Osuna	X	Financial Aid	Kim Korinke	X
Director, Facilities, Maintenance & Ops	John Sinutko	X	Michlyn Hines	EATM	X	Ex Officio:		
						Vice President Academic Affairs	Julius Sokenu	
						Vice President Student Support	Amanuel Gebru	

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS Nenagh welcomed members. Jeff Baker returned from Sabbatical Leave. Andrew Lopez is the new Associated Students Representative.	Nenagh Brown called the meeting to order at 1:10 pm.
2. PUBLIC COMMENTS – No public comments	
3. MEETING NOTES	
<p>3.1 Approval of Meeting Minutes November 27, 2018</p>	<p>John Sinutko motioned to approve minutes. Ruth Bennington seconded with the following changes to the minutes:</p> <ul style="list-style-type: none"> • Page 2 under public comments- Multi-Cultural date should be April 9th. • Page 3 under first paragraph second sentence should be position #. • Page 3 under 4.4 fourth paragraph capitalize Brown Acted. <p>Abstentions: Sharon Manakas, Kim Korinke, Christina Lee, John Loprieno, & Jeff Baker</p> <p>Motion carried</p>
4. REPORTS & DISCUSSIONS	
<p>4.1 Campus Environment Committee – John Sinutko John shared that the committee met January 15th in the PCR. Members discussed and approved previous meeting minutes. Covered old business. Planned for Nature's Finest garden expansion. Working on implementing recyclable program through an education approach in collaboration with associated students. Next meeting scheduled for February 3rd.</p>	
<p>4.2 Co-Curricular Committee – Gilbert Downs Email notification sent to faculty and staff on January 8th. Deadline to apply for first round of Spring Awards is January 25th. Email reminder will be sent. Deadline to apply for the second round of Spring Awards is March 8th. Reminders for the second award round will be sent out in February.</p>	
<p>4.3 FTES Report/Budget Report– Nenagh Brown MC is 1% down this semester. During the summer we were on target. Fall semester down 68. Spring semester 130 down. VC is down 3.5%. Current trend is that we have slightly more students who are taking slightly less units. MC is holding events this week to increase FTES.</p> <p>Governor's 2019/20 Proposed Budget- Members were encouraged to review report. The good news is we have COLA 3.46%. Now it will be calculated with the new SCFF. COLA will be across all the programs. STRS is also affected by the budget. It will not affect employee salaries but the employer's contribution percentage will be reduced as follows: 2019/20 from 18.13% to 17.10% and 2020/21 from 19.10% to 18.10%.</p> <p>Strong Workforce funding is not permanent; this budget proposes a 33% cut in budget for the year. Mary Rees stated that there is a new Strong Workforce grant called K-14 which has similar outcomes</p>	

AGENDA TOPIC	ACTION
<p>to the Strong Workforce grants which might help leverage any cuts in the college and regional Strong Workforce grants. We have been using most of the Strong Workforce funding for salaries; goal is to keep all positions and possibly move some to the K-14 grant. Hoping to keep all of our funding for salaries. Mary will be meeting with Academic Senate to present plans regarding fund reduction.</p> <p>There is a new form for CTE applications for Strong Workforce and Perkin's which saves people from completing two applications.</p> <p>For 2019/20 the new SCFF will remain the same at 70% FTES, 10% Student Success factors, & 20% Supplemental Factors. The following year it will go to 60% FTES, 20% Student Success, 20% Supplemental.</p> <p>How does one get money from the Governor's Capital Projects fund? John Sinutko clarified that you are allowed to apply once a year. It is based on a competition formula and we do not meet many of the criteria. Other campuses have bonds.</p>	
<p>4.4 DCAS - Nenagh Brown SCFF- VCCCD Report will be posted on the Academic Senate website for future reference. Nenagh reviewed the Base Allocation which is the enrollment-based component that is most similar to the current funding formula. 2018-19 the sum comprises 70% of the total system-wide available funds in the budget. Reviewed page 18 scenarios of what happens without growth, with 0.5% growth, or with 0.5% decline. We believe this is the final year for VC to get its FTES numbers up to remain a medium size college; if it does not make it VC will become a small college with a lower funding rate. At the state level they are formulating a committee to review the SCFF. The colleges want this district report broken down by college and district office. By next month we will have an approximation of this from the district office. DCAS will be holding discussions on the new SCFF. Please review handouts and forward any questions to Silvia Barajas.</p>	
<p>4.5 Classified Prioritization Meeting – A Special Meeting will be held on January 29th. Please refer to the yellow handout which provides general assumptions for the process. The blue handout lists the Classified Requests from General Funds. Please forward any revisions to Cynthia Osuna. Erik Reese reminded the group that the Categorical Funding requests will be voted on as a group and this needs to be added to ballot sheet.</p> <p>Michele Perry asked for clarification regarding what vote meant in regards to categoricals. Nenagh clarified that we are voting that the categorical requests are aligned with our goals. Similar to a vote of confidence.</p>	
<p>5. OTHER - Discussion & Recommendation related to Committee Goals</p>	
<p>6. Good of the Order</p>	
<p>7. ADJOURNMENT</p>	<p>Meeting adjourned at 2:20 pm.</p>

HANDOUTS	FPC 2018/19 MEETING CALENDAR, 4 th Tuesday at 1:00 p.m., CCCR
FPC Agenda 1/22/2019 – Website	2018 – 08/28, 09/25, 10/23, 11/27
FPC Meeting Minutes 11/27/18 (DRAFT) – Website	2019 – 01/22, 01/29, 02/26, 04/23

2018/19 FTES Report – Website	
Classified Staff Prioritization	

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>Fiscal Planning</p> <p><u>Reports:</u></p> <ol style="list-style-type: none"> 1. Campus Environment 2. Co-Curricular 	<p>Plans, monitors, and evaluates college-wide fiscal operations</p> <p><i>The Fiscal Planning Committee makes recommendations on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college-wide fiscal operations: Ed Code 53200(c): - processes for budget development</i></p> <p>The specific tasks of this committee are:</p> <ul style="list-style-type: none"> • Annually review the District Budget Allocation Model and make recommendations for changes as necessary • Receives reports on the development of the college General Fund budget in alignment with District processes • Review emergent budget needs and constraints, and • Implement the annual Classified Hiring Prioritization process. 	<p>Co-Chairs: Vice President, Business Services Academic Senate President Classified Senate President</p> <p>Members:</p> <ul style="list-style-type: none"> ▸ Faculty Appointed by AFT (1) ▸ Associated Students Representative (1) ▸ Classified Supervisors' Representative (1) ▸ Classified Representatives (3) ▸ Dean Appointees (3) ▸ Director of Facilities, Maintenance & Operations ▸ All Department Chairs and Coordinators or Designees ▸ Executive Vice President (Ex-officio)

Goals 2018-19	Date of Action/Completion
<ol style="list-style-type: none"> 1. Annually review the revised District Allocation Model and supporting documentation to determine the impact on College operations and the continued efficacy of the budget allocation process. <ol style="list-style-type: none"> a. Student Centered Funding Formula (SCFF) – Educate ourselves so that we can adequately advocate on behalf of MC students at District Level. b. Track SCFF impact to college. 	08/28/2018, 09/25/2018, 10/23/2018
<ol style="list-style-type: none"> 2. Look for opportunities to strengthen the connections among planning, resource allocation, and assessment processes. <ol style="list-style-type: none"> a. Participate and provide input to campus-wide planning process as it relates to discussions at EdCap or through the Quality Focus Essay (QFE) process. 	09/25/2018
<ol style="list-style-type: none"> 3. Through the Program Plan Review process, recommend ways the campus can better utilize the Classified Service to meet the College Mission; recommend prioritization for classified staff hiring. 	
<ol style="list-style-type: none"> 4. Provide information updates on fiscal and budget components to entire campus. 	
<ol style="list-style-type: none"> 5. Review Multi Year Budget Projections 	
<ol style="list-style-type: none"> 6. Review Infrastructure Model 	