



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

MEETING MINUTES Tuesday, January 26, 2016 1:15 – 2:20 p.m. Campus Center Conference Rooms

POSITION/DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND
Co-Chair: Vice President, Business Services	Silvia Barajas	X	Theater Arts/ Communications/FTVM	Neal Stewart	X	Counseling	Wendy Berg	X
						Business	VACANT	
Co-Chair: Academic Senate President	Mary Rees		Physics/Astronomy/ Engineering	Ron Wallingford	X	Library	Danielle Kaprellian	
						ACCESS	Sherry D'Attile	
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas		Life Health Sciences	Carol Higashida	X
Associated Students Representative (1)	Ashley Rasmussen		Chemistry/Earth Sciences	Vincent Crisostomo	X	Mathematics	Chris Cole	X
Classified Supervisors' Representative (1)	Darlene Melby	X	World Languages	Helga Winkler	X	Music/Dance	Beth Megill	
Classified Representatives (3)	Gilbert Downs	X	Social Sciences	Lee Ballesterio		EOP&S	Marnie Melendez	
	Valerie Nicoll			Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	X
	Linda Sanders	X	Digital, Media & Visual Arts	Lydia Etman	X	Behavioral Sciences	Dan Vieira	X
Dean Appointees (3)	Norm Marten	X	English/ESL	Kara Lybarger-Monson	X	Health Life Sciences	Andrew Kinkella	X
	Amanuel Gebru	X	Child Development	VACANT		Athletics/HED/Kin	Howard Davis	
	Inajane Nicklas		GUESTS	John Loprieno	X			
Director, Facilities, Maint. & Ops	John Sinutko	X		Mary LaBarge	X			
Executive Vice President (Ex-Officio)	Lori Bennett			James Song	X			

AGENDA TOPIC	ACTION
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<ul style="list-style-type: none"> ○ WELCOME, COME TO ORDER, INTRODUCTIONS 	Meeting called to order at 1:18 pm.
<ul style="list-style-type: none"> ○ MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Notes November 24, 2015 	Lydia Etman motions to approve the minutes as amended. Darlene Melby seconds the motion. Abstentions: James Song, Helga Winkler, Mary LaBarge, Chris Cole, Neal Stewart, and Linda Sanders.
<ul style="list-style-type: none"> ○ REPORTS <ul style="list-style-type: none"> ○ Campus Environment Committee – Mr. John Sinutko Campus Environment Committee met on 01/19/2016 at 1pm. Update on facilities projects: Performing Arts (PA) emergency lighting nearly completion; PA dimmer panel project, a bid has been accepted, with the project projected to be starting in May 2016; Library Learning Resources Building (LLR) emergency lighting project is out for bid with a goal to happen in April 2016 with the arrival of the generator; Gym remodel project had the final review by the end user group; Administration Building (Admin) met for a review on 01/28/2016; In the process of negotiating the design plan for the Campus Center project; Several designs out for the engineering lab plans awaiting Lori's decision of which to go with; 44% reduction in water usage which is a total of 24 millions of gallons saved; The water savings comes from intense management of the metered and measured flow of every irrigation head on campus; The campus sustainability forum will be held on 02/01 as part of a district initiative. The dimmers scheduled to go into the Academic Center Building (AC) went through a design review. Could not use the funding for it as planned. Will be reallocating the funds to cover the cost. ○ Co-Curricular Committee – Ms. Darlene Melby First round of awarding applications is due by Friday, 01/29/2016. Co-Curricular Committee meets next week to review. The second round of applications which will be reviewed in the third week of February 2016 and awarded the fourth week of February 2016. Applications are still being accepted and can be submitted via email. ○ State and Campus Budget Report – Silvia Barajas Funds provided for FTE Growth but district is not growing. 114,668,000 (VCCD Share 2,637,364 if we grew 2-3%). COLA funded at .47% which is lower than predicted 1.99% (1.52% lower). No new on-going funds for Full-Time faculty. Last year the district received 1,387,902 for this purpose. Significant Increases in Economic Development 248 million VCCD share is 5,704,000. This is to increase workforce, job creation, strong economy and CTE Pathways. 30 Million Increase for Basic Skills (VCCCD Share 690,000). 289 Million For Facilities and Instructional equipment (VCCD Share 6,658,868). STRS and PERS Contribution Increases of 1.48 million (MC Share approximately 450,000). Expected liability is 7.236 million through 2020/21. Prop 30 Phase Out (Sales Tax expires 12/2016 and Tax on the High Income earners expires 12 2018). There appears to be a political will to continue the tax on the high income earners but not for Sales tax. ○ Co-Chair Report/DCAS – Mary Rees (Presented by Silvia Barajas) Student Equity Data Collection – currently is allocated on 40% FTE and 60% Pell Eligible Students. Study group formed to see if this is the best data to use. Will be a continuing discussion. Treatment of Summer FTES – will be discussed at DCAP. This discussion is 	

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<p>centered on when summer FTES should be counted. Should it count at census or should colleges have the discretion to count it for the current year even though the class ends in the following year. Lottery Funds – a review of the lottery funds requirement show that lottery funds can only be used exclusively for the education of pupils and students. No funds shall be spent for acquisition of real property, construction of facilities, financing of research, or any other non-instructional purpose" and need to be accounted for in their own funds. While the funds are used accordingly they are not accounted for in their own funds so moving forward they will be moved out of the infrastructure model and accounted for in their own funds. We agreed to make the changes in the budget model and infrastructure model to reflect this change. District Administrative Center Purchase Update – Approved by the board. Undesignated Reserves and a balance left from a 1998 COP were used to purchase and renovate the building. Total approved was 7.5 million. Equal to 400,000 over 30years which is what we currently pay for rent at current location. Still looking at selling some of the property at the Camarillo airport for an appraised value of 6.2 million. After purchase still leaves 13.3 million in reserve which is 9.3% which is within the board policy of 7% - 15%.</p>	
<ul style="list-style-type: none"> ○ DISCUSSION <ul style="list-style-type: none"> ○ Accreditation standard (Darlene Melby) This document in the process of being finalized. Once the portion is received from the District, it will be added to the document in process. Darlene has received feedback from one person. Need more responses from this committee once the document is completed. 	<p>Once the accreditation standard is completed, it will be presented to the committee.</p>
<ul style="list-style-type: none"> ○ OTHER <ul style="list-style-type: none"> ○ Institutional Effectiveness Partnership Initiative (IEPI) Goals Required State Chancellor and Board of Governors to adopt a framework of indicators to measure the ongoing condition of community colleges' operational environment in four major areas 1. Student performance and outcomes 2. Accreditation status, 3. Fiscal viability and four programmatic compliances with state and federal guidelines. As a condition of receiving Student Success and Support Program funds in 2015-16 districts were required to adopt this framework of indicators and set college-level goals. Will be brought back to the group for input. 	
<ul style="list-style-type: none"> ○ ADJOURNMENT 	<p>Dan Vieira motion to adjourn. Norman Marten seconds the motion.</p>

HANDOUTS	FPC 2015-16 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 01/26/2016 - MCShare & Website	2015 08/25, 09/22, 10/06 , 10/27, 11/24
FPC Meeting Minutes 11/24/2015 - MCShare & Website	2016 01/26, 02/23, 04/26
FPC Charge/Membership - Included on Agenda, Website	

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</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)
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