



## 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, February 27, 2018 1:00pm – 2:15 p.m. Campus Center Conference Room

POSITION/DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND
Chair: Academic Senate President	Nenagh Brown	X	Athletics/HED/Kin	Vance Manakas	X	English/ESL	Jeff Baker	X
Chair – Classified Senate President	Gilbert Downs	X		Remy McCarthy (Alt)		Business	Ruth Bennington	X
Chair- VP Business Services	Silvia Barajas	X	Physics/Astronomy/Eng.	Erik Reese	X	Library	Mary LaBarge	X
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas		ACCESS	Silva Arzunyan	X
Associated Students Representative (1)	Houston Holohan		Chemistry/Earth Sciences	Vincent Crisostomo		Health Sciences	Christina Lee	X
Classified Supervisors' Representative (2)	Michele Perry Kim Korinke	X X	Counseling	Wendy Berg	X	Mathematics	Phil Abramoff	X
Classified Representatives (3)	Linda Sanders Obalid Younan Vacant	X X	Social Sciences	Lee Ballesterio Hugo Hernandez (Alt)	X	Child Dev Center	Johanna Pimentel	
Dean Appointees (3)	Karen Rothstein Norm Marten Mary Rees	X X	Fine & Performing Arts	John Loprieno	X	EOP&S	Marnie Melendez	X
Director, Facilities, Maint. & Ops	John Sinutko	X	Media Arts/Comm Studies	Neal Stewart	X	EATM	Brenda Woodhouse	
			Child Development	Cindy Sheaks-McGowan	X	Behavioral Sciences	Dani Vieira	X
			<b>GUESTS</b>	Howard Davis	X	Life Sciences	Andrew Kinkella	
Vice Presidents (Ex-Officio)	Amanuel Gebru Julius Sokenu	X				World Languages	Perry Bennett	

AGENDA TOPIC	ACTION
○ <b>WELCOME, COME TO ORDER, INTRODUCTIONS</b>	
○ <b>PUBLIC COMMENTS</b>	Congratulations were extended to Marnie Melendez for having achieved Tenure

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<ul style="list-style-type: none"> <li>○ <b>Approval of Minutes – January 23, 2018 and January 30, 2018</b> Correction to the minutes of January 23 on Phil Abramoff's title.</li> </ul>	<p>January 23, 2018 and January 30, 2018 – Moved to approve by John Sinutko, Second by Vance Motion for January 23, 2018 Carried with corrections as noted. Motion for January 30, 2018 Carried with Norm Abstaining</p>
<ul style="list-style-type: none"> <li>○ <b>Ratification of GF Classified Prioritization</b></li> </ul>	<p>Moved to approve by Marnie, Second by Erik, Motion Carried with Norm Abstaining</p>
<ul style="list-style-type: none"> <li>○ <b>Debrief on GF Classified Prioritization Process</b> John Loprieno – Perhaps there should be a different process for positions increasing from 10 months to 12 months. Marnie agreed with John. Michele Perry said she looked at the prioritization as one pool of funds. Phil said that the current process which includes all positions provides an avenue for prioritization depending on fund availability. Mary Rees added that the current position request for 10 months to 12 months was the last one at the college. Cindy advised that the child development still has 10 month positions. The group concurred that for next year if there is a large numbers of request for 10 month to 12 month positions we would evaluate if a different process needs to occur. The group as whole concurred that the day/process went well and was efficient. Nenagh said she would like to thank those that spoke up for positions that did not have a representative present and that we should try to ensure that each position has a presenter.</li> </ul>	
<ul style="list-style-type: none"> <li>○ <b>2017/18 – Committee Goals – IEPI</b> Silvia advised the group of a February 13 memorandum from Chancellor Eloy Ortiz Oakley regarding suspending requirement and process for adopting Institutional Effectiveness Partnership Initiative (IEPI) Goals Framework and setting Year-Four IEPI College/District Goals. Since setting the IEPI goals is one of the committee's charge we will no longer need to complete this task.</li> </ul>	
<ul style="list-style-type: none"> <li>○ <b>Reports and Discussion</b></li> <li>○ <b>Campus Environment Committee – John Sinutko</b> The campus environment committee report was distributed. John advised the group that the grounds staff would be removing the old junipers around the campus center and will create new gathering spaces for students. A question was asked about when the groundbreaking ceremony for the Campus Center will be held. Silvia advised that the campus center remodel would be on hold until we find out the cost for the renovation of the gym as we are expecting higher construction cost. Silvia also clarified that the Campus Center is a renovation not new construction in a new location.</li> <li>○ <b>Co-Curricular Committee – Silvia Barajas</b> The Committee met on January 31, 2018 and reviewed thirteen (13) request. 2 were fully funded PAC - \$407.52 MC Award - \$150 4 were partially funded Music - \$825 EATM - \$300 FTVM - \$250 Art - \$610</li> </ul>	

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<p>4 were returned for more information and to resubmit for the next round 3 were not funded. Other funding sources was found for one of these items.</p> <p>Next award application deadline is March 9 and will be awarded by March 16. A reminder email has been sent out and another one will sent out this week.</p>	
<p>○ <b>State and College Budget Report – Including new State Allocation Model - Silvia Barajas</b></p> <p>Silvia provided a handout describing the Student Centered Funding Formula proposed in the Governor’s January Budget.</p> <p><u>The base grant would be calculated as follows:</u></p> <ol style="list-style-type: none"> <li>1. A basic allocation for the number of colleges and comprehensive centers in the district using the 2015-16 funding formula</li> <li>2. \$5,320 per credit full-time equivalent student (FTES) and career development and college preparation (CDCP) noncredit FTES; the per-FTES amount is to be increased by the cost-of-living adjustment (COLA) for 2018-19 and in future-year State Budgets</li> <li>3. \$3,323 per other noncredit FTES, also increased by the COLA each year</li> <li>4. The amounts for #2 and #3 above are multiplied by 45.2%, excluding the amounts for FTES generated by correctional facility inmates or special admit students</li> </ol> <p>Changes in FTES each year would be funded at the marginal rates calculated above, and there would still be a one-year delay before reducing revenues related to declining enrollment. Also, the provision to restore FTES within three years would still be in place.</p> <p>The Board of Governors (BOG) would be charged with monitoring and assessing whether the existing growth formula is appropriately addressing differences of geographic locations across the community college districts.</p> <p>It should be noted that the proposed language includes a requirement starting in 2018-19 for each district to declare to which fiscal year its summer term FTES applies, and thereafter it could not be changed. This is a significant reduction in the flexibility that community colleges currently have in managing their finances.</p>	

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<p><u>The supplemental grant would include:</u></p> <ol style="list-style-type: none"> <li>1. 25.07% of the per-FTES credit rate above multiplied by the number of students receiving a College Promise Grant (formerly the BOG fee waiver) in the prior year</li> <li>2. 40% of the per-FTES credit rate by the number of students receiving Pell Grants in the prior year</li> </ol> <p><u>SSIG would be calculated as follows:</u></p> <ol style="list-style-type: none"> <li>1. 104% of the per-FTES credit rate times the number of Chancellor's Office-approved degrees, certificates, and awards granted by the district in the prior year</li> <li>2. 120.2% of the per-FTES credit rate times the number of students who complete a degree certificate, or transfer in three years or less in the prior year, as defined for purposes of computing the Completion Rate/Student Progress and Attainment Rate applicable to the student success scorecard</li> <li>3. 18.35% of the per-FTES credit rate times the number of Associate Degree for Transfer degrees granted by the district</li> </ol> <p>The Department of Finance (DOF) modeled the Student Centered Funding Formula which resulted in a favorable net gain of \$8,147,803 to the District.</p> <p>Silvia next presented a model that illustrated how an \$8,147,803 increase in revenue would flow through the allocation model. It would result in the following increases:</p> <p>Moorpark - \$3,156,522, Oxnard - \$1,638,360, Ventura - \$2,784,206 and DAC - \$568,717.</p> <p>Silvia provided the following cautions:</p> <ol style="list-style-type: none"> <li>1. The DOF figures do not correspond with the Governor's Budget. However, DOF used lower values so changes to actual figures would be favorable to the district.</li> <li>2. There is still many more hurdles that need to be met and the ultimate decision will not occur until final legislative action in June.</li> <li>3. If this proposal holds the actual amount that Moorpark will have available for new expenditures will be less as we have naturally occurring cost related to health care, retirement, and step increases.</li> </ol>	

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<p>4. Conversations are starting within the district that this new funding formula is inequitable to underrepresented students. Silvia reminded the group that the new funding formula is how state funds are allocated to the district. The district funding allocation model makes adjustments for equity, in various areas such as the off the top cost for District-wide expenses, utilities, and in base allocation. DCAS members from the other colleges argued vehemently and successfully that changes to the model should not be made because it was equitable to students and the district as a whole. Even with the new funding formula the VCCCD Budget Allocation model continues to allocate per FTES funding in a larger amount to Oxnard.</p> <p>Phil asked about the non-credit rate and faculty getting paid less for teaching non-credit classes. Silvia advised that faculty pay is a negotiation issue and that the District only has one salary schedule for tenure track and PT faculty. The noncredit courses at the District are very minimal and for MC we teach Enhance Non-Credit which is funded at the same rate as the credit rate.</p> <p>Neal asked about declaring to which fiscal year its summer term FTES applies and if this is applicable to both summer sessions or just the second one. Silvia replied that for this district the decision would apply to the second summer session as that is the one have shifted.</p> <p>Mary stated that the new funding formula is aligned with what she is seeing in Strong Workforce that looks at metrics for funding and that over all we are doing well in meeting those metrics.</p> <p>Silvia advised that our PELL and BOG numbers are comparable to those of the other two colleges. Howard gave kudos to Kim Korinke for the work she does to ensure that our student are awarded financial aid they are entitled.</p> <p>Phil stated that the metrics could forces us to be focused one meeting the metrics and force students into a corner and we need to be conscious that we stay focused on student success.</p>	
<ul style="list-style-type: none"> <li>○ <b>FTES Report – Silvia Barajas</b> Silvia provided an FTES Update. While MC currently has 77 less FTES for the Spring 2018 then it had in Spring 2018 we are on track to exceed our FTES target of 11,247.51 by 83 FTES. VC is also on <b>track to</b></li> </ul>	

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exceed their FTES target of 9,755.66 by 58 FTES. OC is currently on track to fall short of their FTES target of 5096.67 by 105 FTES.	
<ul style="list-style-type: none"> <li> <b>DCAS – Update – Nenagh Brown</b>  Nenagh reported that in addition to the Budget Allocation Model update to be given shortly, DCAS focused on the following:  Faculty Obligation Number (FON) – The FON as reported by the District is correct. There had been a concern that perhaps it was not calculated correctly.  DCAS was advised that the District will use unrestricted reserve funds in the amount of 1 million to help boost summer enrollments. MC's share will be \$414,000.  DCAS was advised that 2.5 million of unrestricted reserve will be used to rebuild the fire academy storage area. The MC Fiscal Planning Committee was puzzled why the District would sell facilities we still needed only to turn around and rebuild them at a cost of 2.5 million. </li> </ul>	
<ul style="list-style-type: none"> <li> <b>VCCCD Budget Allocation Model Update – Nenagh Brown and Silvia Barajas</b>  A handout was provided as to the status of MC 9 recommendations. Only Item 6, regarding the district reserve, needs to be reviewed and discussed. It is awaiting information for VC El Fattal. Nenagh cautioned that at the Board of Trustees meeting VC El Fattal previewed DCAS work on the budget allocation model and requested that the item be brought back for a study session. </li> </ul>	
<ul style="list-style-type: none"> <li> <b>Update and Discussion on 2017/18 Goals</b>  Discussion was held on Goal 2. Define the committee's role in strengthening the connections among planning, resource allocation, and assessment processes. In particular Co-Chair Barajas asked what the committee needed to do to accomplish this goal. While more discussion will be held at the next meeting the following was offered:  Nenagh – A combination of PRT/QFE that will help define the planning process for the college. Will there be a final PRT recommendation for a Planning and Budget Committee.  Jeff suggested that it was the missing link for accreditation. That we needed to align the priorities of the budget under the accreditation guidelines. He suggested that rather than a new committee that all the co-chairs of the committees should meet with VP Council to make the final planning decisions.   Discussion will continue at our next meeting. </li> </ul>	
<ul style="list-style-type: none"> <li> <b>ADJOURNMENT</b> </li> </ul>	

HANDOUTS	FPC 2017/18 MEETING CALENDAR, 4 <sup>th</sup> Tuesday at 1:15 p.m., CCCR
FPC Agenda   02/27/2018	2017 - <del>08/29</del> ; <del>09/26</del> ; <del>10/24</del> ; <del>11/28</del>
Minutes 01/23/2018 and 01/30/2018	2018 - <del>01/23</del> ; <del>01/30</del> ; 02/27 ; 03/27 ; 04/24
General Fund Classified Staff Prioritization List	
Budget Allocation Model Update – MC Recommendations	

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"> <li>1. Campus Environment</li> <li>2. Co-Curricular</li> </ol>	<p>Plans, monitors, and evaluates college-wide fiscal operations  <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"> <li>• Annually review the District Budget Allocation Model and make recommendations for changes as necessary</li> <li>• Receives reports on the development of the college General Fund budget in alignment with District processes</li> <li>• Review emergent budget needs and constraints, and</li> <li>• Implement the annual Classified Hiring Prioritization process.</li> </ul>	<p><b>Co-Chairs:</b>          Academic Senate President          Classified Senate President          Vice President, Business Services</p> <p><b>Members:</b></p> <ul style="list-style-type: none"> <li>▸ Faculty Appointed by AFT (1)</li> <li>▸ All Department Chairs and Coordinators or Designees</li> <li>▸ Associated Students Representative (1)</li> <li>▸ Classified Representative (3)</li> <li>▸ SEIU Classified Representative (1)</li> <li>▸ Classified Supervisors' Representative (2)</li> <li>▸ Dean Appointees (3)</li> <li>▸ Director of Facilities, Maintenance &amp; Operations</li> <li>▸ Vice President, Academic Affairs (Ex-officio)</li> <li>▸ Vice President, Student Support (Ex-officio)</li> </ul>
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Goals 2017-18	Date of Action/Completion
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.	09/26/2017; 10/24/2017; 11/28/2017; 1/23/2018
2. Define the committee's role in strengthening the connections among planning, resource allocation, and assessment processes.	
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.	09/26/2017, 10/24/2017; 11/28/2017; 1/23/2018, 1/30/2018, 02/27/2018
4. Provide information updates on fiscal and budget components to entire campus.	
5. Set IEPI goals as related to Fiscal Planning – for the next 3 years	Chancellor's Office suspended the Requirement and Process for Adopting Institutional Effectiveness Partnership Initiative (IEPI) Goals Framework and Setting Year-Four IEPI College/District Goals
6. Review Multi Year Budget Projection	1/23/2018
7. Review Infrastructure Model	
8. Participate in the PRT Process and Consider the Recommendations for Fiscal	11/9/2017