



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 28, 2017

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	Nenagh Brown	X	Physics/Astronomy/ Engineering	Ron Wallingford	X	Library	Danielle Kaprelian	X
						ACCESS	Silva Arzunyan	X
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas	X	Health Sciences	Carol Higashida	X
Associated Students Representative (1)	Teresita Rios	X	Chemistry/Earth Sciences	VACANT		Mathematics	Chris Cole	X
Classified Supervisors' Representative (1)	Darlene Melby	X	World Languages	VACANT		Music/Dance	Beth Megill	
Classified Representatives (3)	Gilbert Downs	X	Social Sciences	Rex Edwards	X	EOP&S	Marnie Melendez	X
	Linda Sanders	X		Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	
	VACANT		Digital, Media & Visual Arts	Erika Lizee	X	GUESTS	Johanna Pimentel	X
Dean Appointees (3)	Norm Marten	X	English/ESL	Kara Lybarger-Monson				
	Amanuel Gebru		Child Development	Cindy Sheaks-McGowan	X			
	Howard Davis	X	Behavioral Sciences	Dani Vieira				
Director, Facilities, Maint. & Ops	John Sinutko		Life Sciences	Andrew Kinkella				
Executive Vice President (Ex-Officio)	Julius Sokenu		Athletics/HED/Kin/ICA	Vance Manakas	X			

In accordance with the Ralph M. Brown Act and SB 75, minutes of the Moorpark College Professional Development Committee will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

AGENDA TOPIC	ACTION
o WELCOME, COME TO ORDER, INTRODUCTIONS	Called to order at 1:15 PM

AGENDA TOPIC	ACTION
<ul style="list-style-type: none"> ○ PUBLIC COMMENTS 	<p>Congratulations to Wendy Berg for becoming a full time tenured faculty member.</p>
<ul style="list-style-type: none"> ○ MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Notes January 31, 2017 	<p>Chris Cole moved to accept the minutes. Sharon Manakas seconded the motion. Abstentions: Wendy Berg and Teresita Rios. Minutes approved.</p>
<ul style="list-style-type: none"> ○ REPORTS <ul style="list-style-type: none"> ○ Campus Environment Committee – Mr. John Sinutko No update as John was not in attendance. ○ Co-Curricular Committee – Darlene Melby Met to review the first round of applications, only 2 were received. One was for the MC Art Gallery – this is an in class project the students will create called “United Our Journey Our Vision” ○ State and Campus Budget Report/FTES Update– Silvia Barajas No update to the budget until the May revised is received. Silvia advised that there was no new information regarding the College’s 2017/18 budget and probably won’t be until after the May Revise. College Business Staff is currently meeting with all Deans and Directors to review the current status of this year’s budget and determine needs for 2017/18. Deans and Directors are being advised that the budget for next year will be relatively flat or less than this year since the DAC Fiscal area is predicting an estimated 800K-1million less in revenue. Outstanding items that may affect this shortfall include the outcomes of negotiations, the PERS/STRS increase, or legislative action. VC ElFattal will be at the next meeting to present the District perspective to the campus. Regarding FTES, MC is doing very well. We are within 20 FTES of meeting our base. This is a remarkable accomplishment. There were questions regarding how the other colleges were doing and about Ventura change from medium-size college to small college. Silvia did not have the information at hand however she said she would provide the information via email. On Tuesday, February 28, 2017, the following information was sent via email and is included in the minutes for documentation: Colleagues, regarding the discussion on “Shift” from today, I am providing the following as it clarifies the process. The code regarding a decline in enrollment states: (a) Districts shall be entitled to restore any reductions in apportionment revenue due to declines in FTES during the three years following the initial year of decline. This means 2016/17 is the initial year of decline and our third year we could restore FTES is 2019/20. If we do not fully restore FTES in 2019/20, then our base FTES for 2020/21 will be reduced to our 2019/20 FTES level. So for Moorpark we have through 2019/20 to restore to 11,272 FTES. For the district we would have to restore to 26,468. Regarding the targets and actuals for the district for this year, I am providing the following: Moorpark FTES Target 11,279, Actual 11,251; Oxnard FTES Target 5225, Actual 5110; Ventura FTES Target 9964, Actual 9734. Please not that these figures included 	

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<p>the estimated 4-week summer session. Regarding the Medium College Status for Ventura. Ventura has though 2019/20 to reach the 10,000 FTES to remain as a medium size college. The difference in funding from a medium size college (\$3,969,432) to a small college (\$3,402,370) is \$561,062.</p> <ul style="list-style-type: none"> Co-Chair Report/DCAS/FTES Workgroup – Nenagh Brown <p>There will no longer be a FTES Workgroup. It has been changed to the District Enrollment Management Committee which is a subgroup of DCAP.</p>	
<ul style="list-style-type: none"> DISCUSSION <ul style="list-style-type: none"> IEPI Goals Review the Prioritization Process <p>Suggestions for making the prioritization process better:</p> <ul style="list-style-type: none"> Have all presentations for the positions in one, extend the meeting time if needed, and vote on the prioritization the same day as the presentations. Find a way to pair it down, ensure there are no duplicates. Not vote on Categoricals – faculty and classified should have the opportunity to have a voice with each budgeting source. Review Fiscal Planning Committee portion in the Making Decisions Document <p>Moved to the next meeting, 03/28/2017.</p>	
<ul style="list-style-type: none"> OTHER 	
<ul style="list-style-type: none"> ADJOURNMENT 	Meeting adjourned at 2:32 PM

HANDOUTS	FPC 2016-17 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 02/28/2017 - MCShare & Website	2016 – 08/23 ; 09/27 ; 10/25 ; 11/22
FPC Meeting Minutes 01/31/2017 (DRAFT) - MCShare & Website	2017 - 01/24 01/31 ; 02/28 ; 03/28 ; 04/25
Making Decisions Document 2015-2017 – pages 16, 26-28	
FPC Charge/Membership - Included on Agenda, Website	2017-18 Budget Assumptions
FY 17-18 Allocation Model Final	FY 17-18 Infrastructure Funding Model Final

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)

Goals 2016-17	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.	01/31/2017 Began Discussion
2. Look for opportunities to strengthen 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.	
4. Provide information updates on fiscal and budget components to entire campus.	
5. Set IEPI goals as related to Fiscal Planning.	