



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, March 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 | | Counseling | Wendy Berg | X |
| | | | | | | Business | VACANT | |
| Co-Chair: Academic Senate President | Nenagh Brown | X | Physics/Astronomy/ Engineering | Ron Wallingford | | Library | Danielle Kaprelian | X |
| | | | | | | ACCESS | Silva Arzunyan | X |
| AFT Faculty Appointee (1) | Renee Fraser | | Student Health Services | Sharon Manakas | | 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 | |
| | Linda Sanders | X | | Hugo Hernandez (Alt) | | EATM | Cynthia Stringfield | X |
| | VACANT | | Digital, Media & Visual Arts | Erika Lizee | | GUESTS | Dr. David ElFattal | X |
| Dean Appointees (3) | Norm Marten | X | English/ESL | Kara Lybarger-Monson | X | | | |
| | Amanuel Gebru | X | Child Development | Cindy Sheaks-McGowan | | | | |
| | Howard Davis | X | Behavioral Sciences | Dani Vieira | X | | | |
| Director, Facilities, Maint. & Ops | John Sinutko | | Life Sciences | Andrew Kinkella | | | | |
| Executive Vice President (Ex-Officio) | Julius Sokenu | X | Athletics/HED/Kin | Vance Manakas | | | | |

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 | Meeting called to order at 1:20 pm. |
| o PUBLIC COMMENTS | None |

| AGENDA TOPIC | ACTION |
|---|---|
| <ul style="list-style-type: none"> ○ MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Notes February 28, 2017 | Moved to next meeting on 04/25/2017 |
| <ul style="list-style-type: none"> ○ REPORTS <ul style="list-style-type: none"> ○ Budget Update – David ElFattal, Vice Chancellor Business and Administrative Services VCCCD 2017-18 Budget Study Session Presentation is attached. An open forum will be held on each campus regarding the budget. This will likely take place around commencement as no update can be provided before the May Revised Budget is received from the Governor of California. The state budget is down \$1.6 billion this year. The current recovery from the most current recession is taking three years longer than average to recover. Adjust Proposition 98 (\$1.7 billion)—Without action, appropriations made in 2015-16 and 2016-17 would over appropriate the Prop 98 minimum guarantee. The Budget proposes adjustments designed to fund K-14 education at the guarantee for 2015-16 through 2017-18. With these adjustments, overall K-14 funding still grows by \$2.1 billion for 2017-18. This is the first time VCCCD has done a multi-year projection. No budget cuts are planned for today. If it happens, it will be a district conversation next year for the following year. If cuts did happen, they typically happen on the Classified side of the house. The additional district cost on each payroll dollar are high compared to other districts. VCCCD costs increase by \$800,000 each year. ○ Campus Environment Committee – John Sinutko No report. ○ Co-Curricular Committee – Darlene Melby Final meeting was held 03/21/2017. The total requested amount for part two of Spring 2017 was \$15,140.28 and \$14,201.63 was awarded. This is compared to \$1,216.25 requested and \$1,016.25 awarded for part one of Spring 2017. ○ State and Campus Budget Report/FTES Update– Silvia Barajas There is not update to the state or campus budgets until the May revised is received. As of 03/27/2017 MC is 79 FTE short of meeting the base plus growth. MC still needs to add the positive attendance numbers. VC has two more years to pick up their FTES to remain a medium sized college. ○ Co-Chair Report/DCAS/FTES Workgroup – Nenagh Brown No report due to time shortage. | |
| <ul style="list-style-type: none"> ○ DISCUSSION <ul style="list-style-type: none"> ○ Review Fiscal Planning Committee portion in the Making Decisions Document ○ IEPI Goals | Moved both discussions to next meeting. |
| <ul style="list-style-type: none"> ○ OTHER | |
| <ul style="list-style-type: none"> ○ ADJOURNMENT | Meeting adjourned at 2:27 pm. |

| HANDOUTS | FPC 2016-17 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR |
|--|--|
| FPC Agenda 03/28/2017 - MCShare & Website | 2016 - 08/23 ; 09/27 ; 10/25 ; 11/22 |
| FPC Meeting Minutes 02/28/2017 (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 | |

| 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. | |