



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

AGENDA Tuesday, September 22, 2015 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	
						Business	Navreet Sumal	X
Co-Chair: Academic Senate President	Mary Rees	X	Physics/Astronomy/ Engineering	Ron Wallingofrd	X	Library	Danielle Kaprellian	X
						ACCESS	Sherry D'Attile	X
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas	X	Life Sciences	Andrew Kinkella	X
Associated Students Representative (1)	Ashley Rasmussen		Chemistry/Earth Sciences	Vincent Crisostomo	X	Mathematics	Chris Cole	
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 Ballestero	X	EOP&S	VACANT	
	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 Sciences	Carol Higashida	X
	Amanueal Gebru		Child Development	Dan Vieira		Athletics/HED/Kin	Howard Davis	X
	Inajane Nicklas	X	GUESTS	Elizabeth Salas	X			
Director, Facilities, Maint. & Ops	John Sinutko							
Executive Vice President (Ex-Officio)	Lori Bennett							

AGENDA TOPIC	ACTION
<ul style="list-style-type: none"> ○ WELCOME, COME TO ORDER, INTRODUCTIONS <ul style="list-style-type: none"> ○ Introduction of new Vice President, Business Service: Silvia Barajas <p style="margin-left: 40px;">Welcome by Mary - VP Silvia, Admin Elizabeth, Thank Darlene for all she did to step in as acting VP. Round the room intro.</p>	Co-Chair Mary Rees called meeting to order

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<ul style="list-style-type: none"> ○ Around the room introductions for rest of the committee. 	
<ul style="list-style-type: none"> ○ MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Notes August 25, 2015 <p>Take a minute to look at the meeting notes.</p>	<p>Motion to approve minutes. Sharon Manakas 1st. Dan Vieira 2nd. Navreet Sumal and Howard Davis abstain.</p>
<ul style="list-style-type: none"> ○ REPORTS <ul style="list-style-type: none"> ○ Campus Environment Committee – Mr. John Sinutko ○ Darlene reading John's report. PAC fire alarm in progress. Next phase of fire alarm is under repair. Road still being repaired, grounds area. Student rep requested to do recycling to go to charity. Hydration stations: PS, FH, CC, request for EATM, gym, AC. Looking at adding more locations. Look at engineering lab, way finding for campus, secondary effects for admin bldg., completing signage for FH, gym project, small scale remodel in M&O, Mary: exciting to have a lot of movement and improvement for facilities. ○ Co-Curricular Committee – Ms. Darlene Melby ○ We did our first disbursement of funds awarded around \$10k. 2nd week of October for second disbursement. Forms are available on the Business Services website. Discussion of impact of FTES on the Colleges. Ventura College concern possibly moved to a small school but did make it for the middle school size. A lot of focus on FTS numbers. VC has taken some actions that they hope will maintain their school size (a non-credit program with CTE, Sheriffs program). There are 3 areas of non-credit that College will get full reimbursement for. We will likely be offering 2 summer session. Our successes are defined by the completions, lifelong learners will not help with this goal. Adult education and dual enrollment with the high schools are areas of interest to the College and District. ○ State and Campus Budget Report – Ms. Darlene Melby ○ Co-Chair Report/DCAS – Mary Rees <ul style="list-style-type: none"> -District office-A lot going on that district right now. Looking to relocating the district office. Seriously looking at purchasing property in Camarillo. The District office is concerned about being isolated, expense, and IT concerns. Once there is a proposal the Board of Trustees will discuss whether or not the idea is good. -Allocation model – how MC gets most of the funds. When the auditors came, they said VCCCD needed to be more prudent about the deferred cost of ownership which lead to establishing the Infrastructure Model. We are in our 4th year of this new funding model and the model is considered fully funded. The district wants to be included in the infrastructure model and wants to be included for computers (makes sense), square footage (only applies for owned properties). Furniture added. The District has received \$14 million in reimbursed Mandated Claims. This money will be aliquoted through the Infrastructure Model. -Questions from Committee regarding Perkins grant money aliquoted by CTE committee. The committee will need to have a conversation about CTE maintenance. Inajane wants more transparency with how these funds are used. Whole lot more funding with CTE funding and curricular feedback by the Workforce Taskforce. 	
<ul style="list-style-type: none"> ○ DISCUSSION <ul style="list-style-type: none"> ○ Update on hiring - Classified Prioritization ○ Page 3 of minutes states the stages for the classified prioritization but need to make a change to that timeline. Some serious hiring with the categorical funds SS&E. MC wants to use the money in time before the funds are lost. This last week the committee is getting the final 	<p>Howard Davis motion to approve Mary's plan for emergency prioritization meeting on 10/06/2015. Norman Marten 2nd. Meeting will be held at the same time and same room. Will meet. Time certain for health and we will take notes. 115pm.</p>

AGENDA TOPIC	ACTION
<p>numbers and going through the senate. The committee wants to get these recommendations in to HR ASAP so MC can hire to help all. With HR and ORAP it can take 8 weeks. The committee can pull the requests on Oct 5. Send it out to everyone on Oct 6. Maybe an emergency meeting on Oct. 6 same time as usual. In progress means approved and is going through the “system” do not put those items on this year’s prioritizations.</p> <ul style="list-style-type: none"> STATUS for Classified Prioritization will be posted once complete Accreditation standard and QFE Meeting on 10/27/2015 Meeting on 11/24/2015 	
<ul style="list-style-type: none"> OTHER Bring to a later meeting, Accreditation fiscal standard is getting worked on and will come to the committee for help, edit, and to be sure the committee is comfortable with the information. This will include the accreditation standards and Quality Focus Essay(2 or 3 big ideas to accomplish over the next 7 years- A bigger umbrella instead of small specific details in action item list) Self-study needs to be approved by the campus by January, April present to the Board. The committee needs to share the specific calendar for the time line. 	
<ul style="list-style-type: none"> ADJOURNMENT 	Meeting adjourned at 02:18 pm

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