



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, September 27, 2016 1:15 – 2:20 p.m. Fountain Hall 213

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	VACANT	
Co-Chair: Academic Senate President	Nenagh Brown	X	Physics/Astronomy/ Engineering	Ron Wallingford		Library	Danielle Kaprellian	X
						ACCESS	VACANT	X
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas	X	Health Sciences	Carol Higashida	X
Associated Students Representative (1)	Jack Heeber		Chemistry/Earth Sciences	Vincent Crisostomo		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 Ballesterro		EOP&S	Marnie Melendez	X
	Linda Sanders	X		Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	X
	VACANT		Digital, Media & Visual Arts	Erika Lizée	X	Behavioral Sciences	Dani Vieira	X
Dean Appointees (3)	Norman Marten		English/ESL	Kara Lybarger-Monson		Life Sciences	Andrew Kinkella	
	Amanuel Gebru		Child Development	Cindy Sheaks-McGowan	X	Athletics/HED/Kin	Vance Manakas	X
	Luis Gonzalez		GUESTS	Cynthia Osuna-Business Services	X	Social Sciences	Rex Edwards	X
Director, Facilities, Maint. & Ops	John Sinutko	X		Johanna Pimentel-CDC	X			
Executive Vice President (Ex-Officio)	Julius Sokenu	X		Howard Davis- Dean	X			

AGENDA TOPIC	ACTION
<ul style="list-style-type: none"> ○ WELCOME, COME TO ORDER, INTRODUCTIONS 	<p>Silvia Barajas called the meeting to order at 1:16 p.m.</p>
<ul style="list-style-type: none"> ○ MEETING MINUTES <ul style="list-style-type: none"> ○ Approval of Meeting Minutes August 23, 2016 	<p>Marnie Melendez moved the minutes be approved. Sharon Manakas seconded the motion, and the motion carried. 1 Abstention</p>
<ul style="list-style-type: none"> ○ REPORTS <ul style="list-style-type: none"> ○ Campus Environment Committee - John Sinutko Committee met on September 20, 2016 to discuss current fiscal year goals. Intro's made and Karin Johansson facilitated meeting. Members will vote on current fiscal year goals during the next meeting. John will share results with the Fiscal Planning Committee. ○ Co-Curricular Committee – Darlene Melby First round of requests came through. Awarded \$4,500 and \$3,500 to different requestors. Gallery was awarded two requests. Another round of co-curricular requests will take place October 2016. Reminder will be posted on portal. Award notifications will go out October 21, 2016. ○ Campus Budget Report/FTES Targets – Silvia Barajas Report shared during the Strategic Planning Meeting. Shifted FTES 292. Financial value of the 292 FTES is around \$1,379,408. Districtwide financial value of 685 shifted FTES is around \$3,235,940. Shifting FTES provides us with the opportunity to manage enrollment fluctuations, while minimizing the impact on operations. College has set aside \$786,676 as a reserve to minimize impact to FY 2017-2018 if enrollment targets are not met. These funds have not been allocated for operations but have been set aside in case FTES growth for this fiscal year does not materialize. Achieving our target FTE of 11,279 will be our budget challenge for this year. FTES target plus growth is 11,334. FY 2016-2017 target of 11,200 leaves us short 79 FTES. The value of 79 FTES is around \$373,196. Other factors to consider are the increase cost for STRS and PERS and any additional cost as a result of negotiations. ○ Co-Chair Report/DCAS/FTES Workgroup – Nenagh Brown Welcomes feedback from faculty to share ideas regarding retention strategies. Feedback will be used to plan professional development to help college reach its FTES goals. Faculty Prioritization-Academic Senate Council and Deans Council has begun process. District allocation model - Preparation for this year's discussions on allocation started; document on district allocation model will be rewritten and updated to make it clearer. Two issues crucial for MC are should we allocate funds based on FTES goals or on actualization of FTES? And if C moves from a medium size to a small size how would this effect the allocation model VC has until FY 2019-2020 to return to be a medium size college. Union representative has requested more information on retirement health benefits pool which has over \$2 million currently reserved for it. This fund is due to a lawsuit that took place in 2010, and affects faculty and classified staff. District is researching further into whether this amount of money needs to be reserved or could be used more productively elsewhere.. Relocation of District Office - A letter of intent has been forwarded for a property located on Daily Drive in Camarillo. Board is hoping to approve during the October meeting. District intends to purchase property utilizing short-term bridge financing. The Daily Drive property will provide an annual income of \$272,000 from tenants. Currently, the yearly lease with Ventura Unified School 	

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District is for \$415,848 with an expiration date of January 2017. A three-month lease extension will also be submitted to board for approval.	
<ul style="list-style-type: none"> DISCUSSION <ul style="list-style-type: none"> Approval of Goals FY 2016-17 – Silvia Barajas IEPI indicators added to goals. Silvia opens for further discussion. No further discussions. Prioritization of Classified Staff – Silvia Barajas & Nenagh Brown The guidelines used by the Academic Senate for faculty prioritization were provided for consideration. The guidelines were reviewed for new classified position prioritization assumptions that include: 1. Positions for consideration are taken from program plans. 2. Legally mandated positions are not part of the process and will be automatically filled based on need. 3. Look at the college as a whole based on program needs or projected increase in program demand. Lost quorum and item will be tabled for next meeting. OTHER- None ADJOURNMENT 	<p>Carol Higashida moved to approve Goals FY 2016-2017. Vance Manakas seconded the motion, and the motion carried.</p> <p>Meeting adjourned at 2:00 p.m.</p>

HANDOUTS	FPC 2016-17 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 09/27/2016 - MCShare & Website	2016 08/23; 09/27; 10/25; 11/22
FPC Meeting Minutes 08/23/2016 (DRAFT) & 04/26/2016 (APPROVED) - MCShare & Website	2017 01/24; 02/28; 03/28; 04/25
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"> 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)