



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, October 25, 2016

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		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	VACANT	
AFT Faculty Appointee (1)	Renee Fraser		Student Health Services	Sharon Manakas	X	Health Sciences	Carol Higashida	X
Associated Students Representative (1)	Jack Heeber	X	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	Rex Edwards	X	EOP&S	Marnie Melendez	X
	Linda Sanders			Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	X
	VACANT		Digital, Media & Visual Arts	Erika Lizée	X	Behavioral Sciences	Dani Vieira	X
Dean Appointees (3)	Norm Marten	X	English/ESL	Kara Lybarger-Monson	X	Life Sciences	Andrew Kinkella	
	Amanuel Gebru		Child Development	Cindy Sheaks-McGowan	X	Athletics/HED/Kin	Vance Manakas	X
	Luis Gonzalez	X	GUESTS	John Dobbin	X		Dan McMichael	X
Director, Facilities, Maint. & Ops	John Sinutko	X		Traci Allen	X		Johanna Pimental	X
Executive Vice President (Ex-Officio)	Julius Sokenu	X		Howard Davis	X		Lisa Putnam	X
	Jane Morgan	X		Beth Gillis-Smith	X		Erik Reese	X

AGENDA TOPIC	ACTION
○ WELCOME, COME TO ORDER, INTRODUCTIONS	Meeting called to order at 1:20 pm.
○ PUBLIC COMMENTS	None
○ MEETING NOTES ○ Approval of Meeting Notes September 27, 2016	Rex Edwards moved to approve the minutes as they are. Sharon Manakas seconded the motion. No abstentions, motion passes.
○ REPORTS ○ Campus Environment Committee – John Sinutko The committee met on 10/18/2016. The hydration stations on campus have kept 71,760 plastic water bottles out of the landfill. Nature's Finest Club proposed to have an organic garden on campus. M&O found a 10,000 square foot lot that would meet the needs of the club. The club estimated 8,000 gallons of water per month to be used to sustain the garden. The committee approved the request unanimously. ○ Co-Curricular Committee – Darlene Melby The committee met last week. The committee is still going through some requests totaling \$18,000 in funding requests. The next set of applications are due by Friday, January 27, 2017 for the first awarding for the second half of the year. These will be awarded the first Friday of February 2017. ○ Co-Chair Report/DCAS – Nenagh Brown	
○ DISCUSSION ○ Prioritization Guidelines 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. Committee to keep in mind there are no guarantees that positions will be funded. The committee provides the recommendations. ○ Prioritization of Classified Staff – Department Presentations Listed below will be the individuals and the positions they spoke on. GENERAL FUNDS - David Anter: 1 full-time A&R tech funded entirely from the general fund and Additional Student Services Specialist. Cynthia Stringfield: Office Assistant 20 hours/week; increase instructional lab tech – registered veterinary technician (ILT-TVT) from 19 hours/week to full time, 40 hours/week; Return funding for Zoo Operations Assistant to General Fund; MC Public Information Officer and Development/Advancement officer for Moorpark College; Instructional assistant needed for instruction only. Erik Reese: Part-Time Astronomy Lab Technician and converting the 11-month Physics Technician to 12-months. Dan McMichael: Information Technology Support Specialist II. John Dobbins: Instructional Lab Technician II Position. CATEGORICAL - Traci Allen: Hire Classified Student Services I Employee. Chris Cole: A math testing center staff personnel is needed to run the math testing center. Beth Gillis-Smith: Tutorial Specialist I.	Vance Manakas motioned to approve the prioritization guidelines. Norman Marten seconded the motion. The motion passes.
○ OTHER	
○ ADJOURNMENT	Meeting adjourned at 2:25 pm

HANDOUTS	FPC 2016-17 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 10/25/2016 - MCShare & Website	2016 - 08/23 ; 09/27 ; 10/25 ; 11/22
FPC Meeting Minutes 09/27/2016 (DRAFT) - MCShare & Website	2017 - 01/24 ; 02/28 ; 03/28 ; 04/25
FPC Approved Goals for FY 2016-17	
2016-17 Resource Requests Classified Staff – GENERAL FUND	2016-17 Resource Requests Classified Staff – CATEGORICAL
FPC Charge/Membership - Included on Agenda, Website	DCAS Handouts 10/20/2016

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)