



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, November 22, 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	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	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		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	X		Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	X
	VACANT		Digital, Media & Visual Arts	Erika Lizee	X	GUESTS		
Dean Appointees (3)	Norm Marten		English/ESL	Kara Lybarger-Monson	X	Jennifer Kalfsbeek	Scott Colvin	X
	Amanuel Gebru	X	Child Development	Cindy Sheaks-McGowan		Tim Samoff	Steve Timmons	X
	Luis Gonzalez		Behavioral Sciences	Dani Vieira		Lisa Putnam	Jane Morgan	X
Director, Facilities, Maint. & Ops	John Sinutko	X	Life Sciences	Andrew Kinkella		Mary Rees	Eric Lopez	X
Executive Vice President (Ex-Officio)	Julius Sokenu	X	Athletics/HED/Kin	Vance Manakas			Johanna Pimentel	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	Meeting called to order at 1:15pm
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 October 25, 2016 	Ron Wallingford motioned to approve the minutes as they stand. Marnie Melendez seconded the motion. Linda Sanders abstains.
<ul style="list-style-type: none"> DISCUSSION <ul style="list-style-type: none"> Prioritization of Classified Staff (General Funds) – Department Presentations Presentations for positions: Eric Lopez – F/T Custodian, P/T Night Custodian, P/T Morning Custodian; John Sinutko – Assistant Director of FMO; Steve Timmons – Grounds Maintenance Lead; Carol Higashida – F/T Office Assistant; Jennifer Kalfsbeek Goetz – Instructional Designer/Technologist; Amanuel Gebru – P/T Administrative Assistant for International Students, F/T Director for International Students; Lisa Putnam – F/T Equipment Manager, Sports Information Specialist; Scott Colvin – F/T Office Assistant for FMO. Prioritization of Classified Staff Categorical Funds – Vote Presentations for positions: Mary Rees – Job Placement/Marketing Specialist for CTE programs; Marnie Melendez – F/T Counselor Assistant for CalWorks/EOPS; Tim Samoff – 11 Month Lab Tech; Carol Higashida – increase Instructional Lab Tech II for Nursing Skills Lab from 3 days/week to 5 days/week 10 months. Review Fiscal Planning Committee portion in the Making Decisions Document Moved to the next meeting 01/24/2016. 	Marnie Melendez motioned to have rank the general fund requests with 15 rated high (5), 15 rated medium (3), and 15 rated low (1). Ron Wallingford seconded the motion. Motion passed with majority vote. Categoricals will maintain the rating with no limitations for each rank.
<ul style="list-style-type: none"> REPORTS <ul style="list-style-type: none"> Campus Environment Committee – John Sinutko New concrete at the bottom of the Great Circle was to take place the week of 11/14-18/2016. Co-Curricular Committee – Darlene Melby No report. Co-Chair Report/DCAS – Nenagh Brown Will report at next Fiscal Meeting 	
<ul style="list-style-type: none"> OTHER 	
<ul style="list-style-type: none"> ADJOURNMENT 	Meeting adjourned at 2:20pm

HANDOUTS	FPC 2016-17 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 11/22/2016 - MCShare & Website	2016 - 08/23 ; 09/27 ; 10/25 ; 11/22
FPC Meeting Minutes 10/25/2016 (DRAFT) - MCShare & Website	2017 - 01/24 ; 02/28 ; 03/28 ; 04/25
REVISED – 2016-17 Resource Requests Classified Staff – GENERAL FUND	
REVISED – 2016-17 Resource Requests Classified Staff – CATEGORICAL	Making Decisions Document 2015-2017 – pages 16, 26-28
FPC Charge/Membership - Included on Agenda, Website	DCAS Handouts 11/17/2016

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)