



## 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*

#### MEETING MINUTES

**Tuesday, November 24, 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	<b>X</b>	Theater Arts/ Communications/FTVM	Neal Stewart		Counseling	Wendy Berg	
						Business	VACANT	
Co-Chair: Academic Senate President	Mary Rees	<b>X</b>	Physics/Astronomy/ Engineering	Ron Wallingford	<b>X</b>	Library	Danielle Kaprellian	
						ACCESS	Sherry D'Attile	<b>X</b>
AFT Faculty Appointee (1)	Renee Fraser	<b>X</b>	Student Health Services	Sharon Manakas	<b>X</b>	Life Health Sciences	Carol Higashida	<b>X</b>
Associated Students Representative (1)	Ashley Rasmussen	<b>X</b>	Chemistry/Earth Sciences	Vincent Crisostomo	<b>X</b>	Mathematics	Chris Cole	
Classified Supervisors' Representative (1)	Darlene Melby	<b>X</b>	World Languages	Helga Winkler		Music/Dance	Beth Megill	
Classified Representatives (3)	Gilbert Downs	<b>X</b>	Social Sciences	Lee Ballesterio	<b>X</b>	EOP&S	VACANT	
	Valerie Nicoll			Hugo Hernandez (Alt)		EATM	Cynthia Stringfield	<b>X</b>
	Linda Sanders		Digital, Media & Visual Arts	Lydia Etman	<b>X</b>	Behavioral Sciences	Dan Vieira	<b>X</b>
Dean Appointees (3)	Norm Marten	<b>X</b>	English/ESL	Kara Lybarger-Monson	<b>X</b>	Health Life Sciences	Andrew Kinkella	<b>X</b>
	Amanuel Gebru	<b>X</b>	Child Development	VACANT		Athletics/HED/Kin	Howard Davis	
	Inajane Nicklas	<b>X</b>	<b>GUESTS</b>	Marnie Melendez/Eops	<b>X</b>			
Director, Facilities, Maint. & Ops	John Sinutko	<b>X</b>						
Executive Vice President (Ex-Officio)	Lori Bennett							

#### AGENDA TOPIC

#### ACTION

AGENDA TOPIC	ACTION
<ul style="list-style-type: none"> <li>○ <b>WELCOME, COME TO ORDER, INTRODUCTIONS</b></li> </ul>	<p>Meeting started at 01:33 pm.</p>
<ul style="list-style-type: none"> <li>○ <b>MEETING NOTES</b> <ul style="list-style-type: none"> <li>○ Approval of Meeting Notes   September 22, 2015</li> <li>○ Approval of Meeting Notes   October 27, 2015</li> </ul> </li> </ul>	<p>Minutes for 09/22: Ashley Rasmussen moves to approve the minutes. Ron Wallingford seconds. John Sinutko abstains.</p> <p>Minutes for 10/27: Ashley Rasmussen moves to approve the minutes. Ron Wallingford seconds. Sharon Manakas abstains.</p>
<ul style="list-style-type: none"> <li>○ <b>REPORTS</b> <ul style="list-style-type: none"> <li>○ Campus Environment Committee – Mr. John Sinutko  <b>EI Nino weather preparation and irrigation improvement is in progress. An independent study took place on the battery storage unit from Green Charge. Patrick from Associated Students (AS) reported that AS will partner with Moorpark College 50/50 for the hydration stations. The committee is still investigating the locations for the new hydration stations. Green Canvas Recycling presented to the Environmental Committee to pick up MC recyclables. All items need to be presorted and MC would get 20% of profit.</b> </li> <li>○ Co-Curricular Committee – Ms. Darlene Melby  <b>Applications for the second round of disbursement for Co-Curricular. Not many applied. Spring will close on 01/29 and will be awarded on 02/05.</b> </li> <li>○ State and Campus Budget Report – Silvia Barajas  <b>Information on the Legislative Analyst-decidedly positive, tax revenues are higher, \$3.6 billion in surplus. Preliminary numbers under the funding of Proposition 98 guarantee, will fund with a one-time fund of \$253 million to Community Colleges. VCCCD will receive a total of \$5.9 million with \$2.3 million going to Moorpark College. Again these numbers are preliminary. Ongoing Proposition 98 funds will give VCCCD \$9.2 million. Growth projections in enrollment should be kept conservative. The large spikes in funding received this year are an anomaly, with risks if there is a down turn in the economy.</b> </li> <li>○ Co-Chair Report/DCAS – Mary Rees  <b>New Interim Vice Chancellor of Educational Services is Rick Post. There is still work to be done on defining the position and job description. Conversation on faculty hiring at the DAC and on campus will be less than originally planned to move from part time to full time. Mandated claims - campus has to do no matter what and someday the state will pay back the \$3 million. Discussing dual enrollment between the high school and MC and who funds the instructors for this.</b> </li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>○ <b>DISCUSSION</b> <ul style="list-style-type: none"> <li>○ Update on hiring - Classified Prioritization  <b>All categoricals have been moved forward and trying to be filled as fast as possible. In April 2016 VCCCD will be moving away from ORAP and using a new software program.</b> </li> <li>○ Accreditation standard (Darlene Melby) and QFE  <b>QFE - Quality Focus Essay. Darlene completed the first round. 50% of the self-study dove tails with what the District writes. Darlene will be meeting with the District to go over the self-study.</b>  <b>The ACCJ task force concluded a new accreditation body needs to be found. The current</b> </li> </ul> </li> </ul>	<p>Elizabeth to send out what Darlene has done for the accreditation.</p>

AGENDA TOPIC	ACTION
accreditation body has been found to provide a lack of transparency. The current accreditation body is not authorized to accreditate schools with bachelors programs.	
<ul style="list-style-type: none"> <li>OTHER <ul style="list-style-type: none"> <li>Integrated Planning Committee to think of where we can do better, where we succeeded, the roles, planning and assessment are all linked. The Strategic Plan has to integrate what the Committee is doing with the fiscal pieces and the college plan.</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>ADJOURNMENT</li> </ul>	Inajane Nicklas motion to adjourn. Meeting ended at 02:17 pm.

HANDOUTS	FPC 2015-16 MEETING CALENDAR, 4 <sup>th</sup> Tuesday at 1:15 p.m., CCCR
FPC Agenda   11/24/2015 - MCShare & Website	2015   08/25, 09/22, <del>10/06</del> , 10/27, 11/24
FPC Meeting Minutes   09/22/2015 - MCShare & Website	2016   01/26, 02/23, 04/26
FPC Meeting Minutes   10/27/2015 - MCShare & Website	
FPC Charge/Membership - Included on Agenda, Website	

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
Fiscal Planning  <u>Reports:</u> <ol style="list-style-type: none"> <li>Campus Environment</li> <li>Co-Curricular</li> </ol>	Plans, monitors, and evaluates college-wide fiscal operations  <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>  The specific tasks of this committee are: <ul style="list-style-type: none"> <li>Annually review the District Budget Allocation Model and make recommendations for changes as necessary</li> <li>Receives reports on the development of the college General Fund budget in alignment with District processes</li> <li>Review emergent budget needs and constraints, and</li> <li>Implement the annual Classified Hiring Prioritization process.</li> </ul>	<b>Co-Chairs:</b> Vice President, Business Services Academic Senate President  <b>Members:</b> <ul style="list-style-type: none"> <li>Faculty Appointed by AFT (1)</li> <li>Associated Students Representative (1)</li> <li>Classified Supervisors' Representative (1)</li> <li>Classified Representatives (3)</li> <li>Dean Appointees (3)</li> <li>Director of Facilities, Maintenance &amp; Operations</li> <li>All Department Chairs and Coordinators or Designees</li> <li>Executive Vice President (Ex-officio)</li> </ul>