



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, January 28, 2014 1:15 – 2:20 p.m. Campus Center Conference Rooms

POSITION/DEPARTMENT	DESIGNEE	ATTEND	DEPARTMENT	CHAIR OR DESIGNEE	ATTEND	DEPARTMENT	CHAIR OR DESIGNEE	ATTEND
Co-Chair: Vice President, Business Services	Iris Ingram	X	ACCESS	Sherry D'Attile	X	Health Sciences	Carol Higashida	X
Co-Chair: Academic Senate President	Mary Rees	X	Athletics/HED/Kin	Howard Davis Del Parker	X X	History/ Institutions	Ray Zhang Victor Fontaine	
AFT Faculty Appointee (1)	Rachel Messinger	X	Behavioral Sciences	Dan Vieira Leeann Luville		Library	Mary LaBarge	X
Associated Students Representative (1)	Andrew Brown Erin Nosco (alt) Diego Medina (alt)		Business	Janice Feingold	X	Life Sciences	Norm Marten	X
Classified Supervisors' Representative (1)	VACANT		Chemistry/ Earth Sciences	Rob Keil Vince Crisostomo	X	Mathematics	Chris Cole	X
Classified Representatives (3)	Dominga Chavez Valerie Nicoll Linda Sanders	X X X	Computer Science/ CNSE/CIS	Martin Chetlen		Music/ Dance	James Song	X
			Counseling	Anitra Evans	X	Physics/ Astronomy/Engineering	Ron Wallingford	X
Dean Appointees (3)	Pat Ewins Lisa Putnam Amanuel Gebru	X X X	EATM	Brenda Woodhouse	X	Student Health Services	Sharon Manakas	X
Director, Facilities, Maint. & Ops.	John Sinutko	X	English/ ESL	Sydney Sims Jeff Baker		Theater Arts/ Communications	Neal Stewart	X
Executive Vice President (Ex-officio)	Lori Bennett	X	EOP&S	Herbert English		Digital, Media & Visual Arts	Lydia Etman	X
GUESTS	Darlene Melby	X				World Languages	Raquel Olivera	
	Mary Mills							

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS	The meeting was called to order at 1:24 p.m. and introductions were made around the room.

AGENDA TOPIC	ACTION
2. MEETING NOTES <ul style="list-style-type: none"> Approval of Meeting Notes October 22, 2013 	<p>The minutes were approved with changes. There were three abstentions due to not being present at the November meeting.</p>
3. REPORTS <ul style="list-style-type: none"> <u>Co-Curricular Committee</u> – Ms. Darlene Melby Ms. Melby told the committee that the applications had been posted on the Portal and were due to her office by Friday, January 31. Funds will be awarded the first two weeks in February. Co-Chair Ingram gave a brief overview of the co-curricular process and how it is funded. She informed the committee that while Barnes & Noble have been chosen to manage bookstore operations in the District, the expectations are that all processes will remain the same and that Cocurricular funds will continue to be available for distribution. <u>Campus Environment Committee (CEC)</u> – Mr. John Sinutko Mr. Sinutko informed the committee that he was not at the last meeting. Co-Chair Ingram asked if anyone had any questions about the work of the CEC. Question was asked regarding electric charging stations being made available for vehicles. Mr. Sinutko stated that the new parking structure is designed to have such stations, but at this time we do not have any to install. Co-Chair Ingram informed the committee that she has applied for a grant to install charging stations and was waiting to hear back from the CA Energy Commission. Mr. Sinutko informed the committee that two cyber key charging stations have been installed in Fountain Hall. 	
4. DISCUSSION <ul style="list-style-type: none"> <u>Classified Prioritization Process</u> The discussion began with Ms. Chavez asked if the committee was still using high/low rank as a vote. Co-Chair Ingram stated there was no change in process. Co-Chair Rees reported that the State budget process is starting. There is a 1% COLA, new money for student success, deferred maintenance, and equipment but it comes with strings attached. Co-Chair Ingram stated that if the Governor's budget stays "as is" the District will be in the hole about \$500,000 so the campuses will see less next year. She also reminded the committee that while growth from FY14 goes into FY15, this will still not be enough to increase the budget. Bottom line, there is no new money for FY15. The discussion then went to reviewing the Classified Prioritization List. Co-Chair Ingram informed the committee that once the voting is completed, the list goes to the Vice President's Council for action. Co-Chair Ingram pointed out that some positions are required by law (nursing) or by the new Student Success Act. Most of the time these positions are paid for out of categorical funds not the general fund. In the case of the SSA, the tasks are mandated not the position. There was discussion on whether that meant new positions were being created or if tasks could be assigned to existing positions. Mr. Marten asked about the ILT positions that were being requested by Biology and Anthropology. Co-Chair Ingram informed the committee that the ILT positions that were reduced to 10 months are going to the Board of Trustees for reinstatement to 12 months at its February 11 meeting, so there may be no need to consider these positions. The decision was made to keep these positions on the list and remove them if the Board of Trustees votes to reinstate them to 12 months. 	<p>Co-Chair Ingram stated she would remove the eliminated positions from the list and correct columns 3 and 4. Once this is done she will send a clean list to all committee members.</p>

<p>After much discussion, it was agreed to remove the following positions from consideration: 1, 7, 25, 32, 39, 40, 41, 44, & 45.</p> <p>The Committee also noted that it was not always clear if the department was asking for one position or two. In addition, in some cases, columns 3 and 4 seem to have incorrect information.</p> <p>The committee discussed how to split the positions. It was decided to go with 14-14-14.</p> <p>Co-Chair Ingram informed the committee that she would get the corrected list to all members by next week (Feb.3). All rankings are due back to her by February 13. They can be sent electronically or paper, but a signature is required either way.</p>	
5. ACTION	
6. ADJOURNMENT	The meeting was adjourned at 2:32 p.m.

HANDOUTS	FPC 2013-14 MEETING CALENDAR, 4 th Tuesday at 1:15 p.m., CCCR
FPC Agenda 02/25/14 – MCShare & Website	2013 9/24, 10/22, 11/26
FPC Meeting Minutes 1/28/13 – MCShare & Website	2014 1/28, 2/25, 3/25, 4/22
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"> 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)