



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, April 23, 2013 1:00 – 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		History/ Institutions	Ranford Hopkins	
Co-Chair: Academic Senate President	Riley Dwyer	X	Athletics/PE/HED	Howard Davis	X	Library	Mary LaBarge	X
AFT Faculty Appointee (1)	Rachel Messinger	X	Behavioral Sciences	Dan Vieira	X	Life Sciences	Norm Marten	X
Associated Students Representative (1)	Kimberly Eder Bradley Krebs (alt)		Business	Bill Sgro	X	Mathematics	Chris Cole	X
Classified Supervisors' Representative (1)	VACANT		Chemistry/ Earth Sciences	Rob Keil	X	Music/ Dance	James Song	
Classified Representatives (3)	Dominga Chavez Valerie Nicoll Linda Sanders	X	CIS	Mary Mills	X	Physics/ Astronomy	Clint Harper	
		X	Computer Science/ CNSE	Martin Chetlen				
Dean Appointees (3)	Pat Ewins Inajane Nicklas Kim Hoffmans	X	Counseling	Corey Wendt Lydia Basmajian	X X	Student Health Services	Sharon Manakas	
Director, Facilities, Maint. & Ops.	John Sinutko	X	Digital Media Arts	Joanna Miller		Theater Arts/ Communications	Rolland Petrello	
Executive Vice President (Ex-officio)	Jane Harmon (Interim)		EATM	Brenda Woodhouse		Visual & Applied Arts	Lydia Etman	
GUESTS	Darlene Melby		English/ ESL	Sydney Sims	X	World Languages	Raquel Olivera	
	Lori Bennett	X	EOP&S	Cesar Flores	X			
			Health Sciences	Carol Higashida	X			

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS	The meeting was called to order at 1:05 p.m. and a quorum was established.
2. MEETING NOTES o Approval of Meeting Notes February 26, 2013	The meeting notes were approved with changes made to motion and discussion area.

AGENDA TOPIC	ACTION
<p>3. REPORTS</p> <ul style="list-style-type: none"> ○ <u>Co-Curricular Committee – Ms. Darlene Melby</u> No updates ○ <u>Campus Environment Committee – Mr. John Sinutko</u> No facilities updates. The Committee discussed the no smoking policy in regards to the signage and stenciling around campus. They have seen little to no affect on the smoking around campus. 	
<p>4. DISCUSSION</p> <ul style="list-style-type: none"> ○ <u>Classified Request Prioritization</u> Discussion regarding the prioritization list: items that should be moved to a separate list. Items that should be removed due to redundancy, or positions that have been filled, or positions not hired at the campus level. 	<ul style="list-style-type: none"> ○ Items moved to ILT Restoration list are ID #'s 3 & 4. Requests are to restore the ILT's to 100% ○ ID #7 deleted since this position has been filled ○ ID #8 has been added to #21 in order to make the position 60% ○ ID's #10 & 11 have been deleted since IT staff are hired at the District level ○ ID #15 #23 have been deleted because it was a duplicate and this position has been filled ○ ID #20 deleted because it is a duplicate of ID #21 ○ ID #26 has been deleted because it is a duplicate of #25
<p>5. ACTION</p> <ul style="list-style-type: none"> ○ Items being voted on today by the committee are ID #'s: 1,2,5,6,9,12,13,14,16,17,18,19,21,22,24,25 Sixteen items remain on the list, so it is asked that the committee vote 6 High, 5 Medium and 5 Low. ○ Items read out of the vote to be moved to the ILT Restoration list are ID #'s 3, 4 ○ This priorities list will be updated and sent out to those that were not in attendance today and have until April 30th to submit their vote to Co-Chair Ingram's office. ○ The ILT Restoration Priorities List will be sent out to the entire committee for vote and will have until April 30th to submit their vote to Co-Chair Ingram's office. 	<ul style="list-style-type: none"> ○ The ILT Restoration Priorities list will be a recommendation from this committee to restore the ILT's to 100%. ○ It is a request from the committee to no longer call the minutes from this meeting "notes" but rather call them "minutes" from here on.
<p>6. ADJOURNMENT</p>	<p>The meeting was adjourned at 1:48 p.m.</p>

HANDOUTS	FPC 2012-13 MEETING CALENDAR, 4 th Tuesday at 1:00 p.m., CCCR
FPC Agenda 04/23/13 – MCShare & Website	2012 09/25, 10/23, 11/27
FPC Meeting Notes 02/26/13 – MCShare & Website	2013 1/22, 2/26, 3/26 (Canceled), 4/23
FPC Charge/Membership – Included on Agenda, Website	

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
Fiscal Planning <u>Reports:</u> 1. Campus Environment 2. Co-Curricular	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"> • 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. 	Co-Chairs: Vice President, Business Services Academic Senate President Members: <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)



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GOALS & ACCOMPLISHMENTS 2012-13

	GOALS	ACCOMPLISHMENTS
1.	Annually review the revised District Allocation Model and Infrastructure Funding Model and its supporting documentation to determine its impact on College operations and continued efficacy.	Completed
2.	In light of current budget conditions, review current Classified Hiring Prioritization Process.	Completed
3.	Look for opportunities to strengthen the links among planning, assessment, and resource allocation processes.	Ongoing

MOORPARK COLLEGE
FISCAL PLANNING COMMITTEE 2013-14

MEETING INFORMATION

4th Tuesday, 1:00-2:30 p.m., CCRs

2013

09/24

10/22

11/26

2014

01/28

02/25

03/25

04/22