



MOORPARK COLLEGE Fiscal Planning Committee

Responsible to plan, monitor and evaluate the college-wide fiscal operations: Ed Code 53200(c): - processes for institutional planning and budget development

MEETING NOTES Tuesday, February 22, 2011 1 – 2:30 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		EOP&S	Paul Pagson	X
Co-Chair: Academic Senate President	Riley Dwyer	X	Athletics/PE/HED	Howard Davis		Health Sciences	Carol Higashida	X
AFT Faculty Appointee (1)	Rex Edwards	X	Behavioral Sciences	Daniel Vieira	X	History/ Institutions	Ray Zhang	
Associated Students Representative (1)			Business	Tim Weaver	X	Library	Mary LaBarge	X
Classified Supervisors' Representative (1)	Kathy Colborn		CIS	Mary Mills	X	Life Sciences	Norm Marten	
Classified Representatives (3)	Dominga Chavez Maureen Rauchfuss VACANT	X X	Chemistry/ Earth Sciences	Deanna Franke Dennis Gehri (alt.)	X	Mathematics	Chris Cole	X
Dean Appointees (3)	Kim Hoffmans Julius Sokenu Pat Ewins	X X	Computer Science/ CNSE	Martin Chetlen		Music/ Dance	James Song	X
Director, Facilities, Maint. & Ops.	John Sinutko	X	Counseling	Corey Wendt	X	Physics/ Astronomy	Clint Harper	
Executive Vice President	Ed Knudson		Digital Media Arts	Stephen Callis	X	Student Health Services	Sharon Manakas	X
GUESTS	Darlene Melby	X	Early Childhood Development	Cynthia Barnett		Theater Arts/ Communications	Kathy Lewis	
			EATM	Brenda Woodhouse	X	Visual & Applied Arts	Tim Stewart	
			English/ ESL	Sydney Sims		World Languages	Perry Bennett	

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS Co-Chair Ingram and Co-Chair Dwyer welcomed everyone in attendance. Introductions were made around the room.	Meeting began at 1:00pm.

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<p>2. MEETING NOTES</p> <ul style="list-style-type: none"> ○ Approval of Meeting Notes January 25, 2011 Meeting Notes stand as distributed. Co-Chair Ingram asked for the Committee's forbearance as she would attempt to take notes in Kim Watters' absence. 	<p>Co-Chair Ingram called for a motion to approve the Meeting Notes from the January 25, 2011 Fiscal Planning Committee meeting. Motion carries by consensus.</p>
<p>3. REPORTS</p> <ul style="list-style-type: none"> ○ Sub-Committees <ul style="list-style-type: none"> ▪ Co-Curricular Committee Ms. Melby reported that the Committee awarded \$11,000 for Fall 2010. They have received 13 applications for Spring 2011 in the amount of \$24,000. Applications are taken twice per year (fall and spring) and dollars can be carried over. ▪ Environment Committee Mr. Sinutko indicated that the Committee met on February 15, 2011 and discussed the "Better than Bottled Water" campaign which is to be launched to encourage students and others to use water fountains throughout campus rather than purchase bottled water, which increased trash and over-extends our landfills. A cold water fountain will be installed in the food service area of the Campus Center to facilitate use of canteens and other containers rather than purchase plastic bottles. Mr. Sinutko also reported that F,M&O will also re-set building temperatures throughout the campus in anticipation of the warmer Spring and Summer months. The issue of smoking on campus was referred to the Vice Presidents' Council and the decision on whether to totally or partially ban smoking rests with them. ○ Status of State Budget FY12 Co-Chair Ingram stated that as of this date, there had been no movement on the State budget and therefore nothing new to report on the impact on our district. She briefly re-capped prior discussions regarding the deficit and the likely reductions to campus sites of 3-7%, if there is a general election in June 2011 and the voters approve tax extensions. If, either there is no election or the tax extensions are not approved, then the budget reductions will be far more dramatic. She is currently working with the campus executive team and district staff to develop various scenarios for handling reductions. Ms. Ingram also updated the group on discussions held by DCAS on potential changes to the District Budget Allocation Model. Once DCAS has adopted recommendations for the Board of Trustees, she will make a presentation to the group with the assistance of Co-Chair Riley Dwyer. 	

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<p>4. DISCUSSION</p> <ul style="list-style-type: none"> ○ Classified Prioritization Process Co-Chair Ingram reminded the group that the process will begin again next month March. The lists are available on the portal and hard copies were handed out also. Divisions are urged to review their submissions to remove or clarify duplicate requests. 	<p>Co-Chair Ingram will review the list of Classified staff requests to update salary information and make sure that duplicates are removed from the lists.</p>
<p>5. ACTION</p>	
<p>6. ADJOURNMENT</p>	<p>Meeting adjourned at 2:00pm.</p>

HANDOUTS	MEETING CALENDAR 10-11, 4 th Tuesday at 1 p.m., CCCR
FPC Agenda February 22, 2011 – MCSHare & Webpage	2010 08/24, 09/28 (cancelled), 10/26, 11/23
FPC Meeting Notes January 25, 2011 – MCSHare & Webpage	2011 01/25, 02/22, 03/22, 04/26
FPC Meeting Calendar 2010-11 – MCSHare & Agenda	
FPC Goals 2010-11 – MCSHare	
FPC Charge/Membership – Included on Agenda	

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>Fiscal Planning</p> <p><u>Subcommittees:</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>Ed Code 53200(c): - processes for institutional planning and budget development</i></p>	<p>Co-chairs: Vice President, Business Services Academic Senate President</p> <p>Members:</p> <ul style="list-style-type: none"> › AFT Faculty Appointee (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