



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, April 26, 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'Attille		EOP&S	Paul Pagson	X
Co-Chair: Academic Senate President	Riley Dwyer	X	Athletics/PE/HED	Howard Davis	X	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)	Sienna Thoughesen		Business	Tim Weaver		Library	Mary LaBarge	X
Classified Supervisors' Representative (1)	Kathy Colborn		CIS	Mary Mills	X	Life Sciences	Norm Marten	X
Classified Representatives (3)	Dominga Chavez Maureen Rauchfuss Patricia Bergman	X 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 X	Computer Science/ CNSE	Martin Chetlen		Music/ Dance	James Song	
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	Nenagh Brown Darlene Melby	X	Early Childhood Development	Cynthia Barnett		Theater Arts/ Communications	Kathy Lewis	
	Sharon Miller		EATM	Brenda Woodhouse	X	Visual & Applied Arts	Tim Stewart	X
	Michlyn Hines		English/ ESL	Sydney Sims Tracy Tennenhouse (alt.)	X	World Languages	Perry Bennett	

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS Co-Chairs Iris Ingram, Vice President, Business Services and Riley Dwyer, Academic Senate President welcomed everyone in attendance.	Meeting was called to order at 1:10pm.

AGENDA TOPIC	ACTION
2. MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Notes March 22, 2011 The March 22, 2011 Fiscal Planning Committee (FPC) Meeting Notes stand as distributed. 	<p>Co-Chair Ingram called for a motion to approve the March 22, 2011 FPC Meeting Notes. Mr. Rex Edwards motioned for approval. Ms. Sharon Manakas seconded the motion. Motion carries.</p>
3. REPORTS <ul style="list-style-type: none"> ○ Sub-Committees <ul style="list-style-type: none"> ▪ Environmental Committee – Mr. John Sinutko Mr. Sinutko stated that a student club, MERGE, proposed a “Campus Cleanup” event with Moorpark High School and the Moorpark College student body. This proposal was given to the Vice President’s Council for review. The Environmental Committee listened to a presentation on other alternatives to bottled water. Mr. Sinutko’s goal for next year is to put reverse osmosis in the Campus Center. Mr. Sinutko also commented on a request to install a memorial plaque for a former instructor (Mr. Ted Phillips, Graphics). Location yet to be determined; however, it should be somewhere safe and easy to relocate if necessary. This request was submitted to VPs for review. ▪ Co-Curricular Committee – Ms. Darlene Melby Postponed until Fall. ○ Status of State Budget FY11 – Ms. Iris Ingram Co-Chair Ingram reported that nothing new has occurred with the budget at the State level. According to the polls in the news, voters want to make the decision on whether or not taxes are extended. The District is planning on what the alternative would be if the taxes are not extended. The Tentative Budget is expected to be adopted by the Board of Trustees in June. Co-Chair Ingram reported that Moorpark College’s budget had to balance to \$46.7M, which means a reduction of almost \$3M. There will be meetings with each of the division deans and department chairs to review their individual budgets. Additionally, Co-Chair Ingram reported that DCAS has thoroughly vetted a recommendation to use a portion of reserves in a back-and-forth process to prevent further reductions. 	<p>Co-Chair Ingram will email the budget assumptions presentation that was presented at the last Board meeting.</p>
4. DISCUSSION <ul style="list-style-type: none"> ○ Classified Employee Prioritization Process Co-Chair Ingram asked the members of FPC if they had any questions regarding the Classified Employee Prioritization Process; there were none. Co-Chair Ingram reminded members of FPC that this is a recommendation process that goes to the Vice President’s Council for final review. Additionally, the positions up for prioritization are only new requests and not requests to fill a vacancy. 	

AGENDA TOPIC	ACTION
5. ACTION <ul style="list-style-type: none"> Classified Employee Prioritization Co-Chair Ingram instructed members of FPC to begin the prioritization of classified employee requested positions. Upon final completion of the Ranking Sheet, members were instructed to submit them to Ms. Kim Watters for tallying. Ms. Watters will then post the results to the Committee webpage. An email will be sent to FPC members when this has occurred. 	
6. ADJOURNMENT	Meeting adjourned at 1:45pm.

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

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
Fiscal Planning <u>Subcommittees:</u> <ol style="list-style-type: none"> Campus Environment Co-Curricular 	Plans, monitors, and evaluates college-wide fiscal operations <i>Ed Code 53200(c): - processes for institutional planning and budget development</i>	Co-Chairs: Vice President, Business Services Academic Senate President Members: <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