



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, August 24, 2010 1 – 2 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	X	EOP&S	Paul Pagson	
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	X
Associated Students Representative (1)	Sienna Thoughesen	X	Business	Tim Weaver		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 Mark Clements	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	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	Nenagh Brown Darlene Melby	X X	Early Childhood Development	Cynthia Barnett		Theater Arts/ Communications	Kathy Lewis	
	Sharon Miller	X	EATM	Brenda Woodhouse	X	Visual & Applied Arts	Tim Stewart	X
	Michlyn Hines	X	English/ ESL	Sydney Sims	X	World Languages	Perry Bennett	

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS Vice President, Ms. Iris Ingram, introduced herself as a returning Co-Chair for the Fiscal Planning Committee. Academic Senate President, Ms. Riley Dwyer, introduced herself as the other Co-Chair. Introductions of the Committee members were made around the room.	Meeting began at 1:07 p.m.

AGENDA TOPIC	ACTION
<p>2. MEETING NOTES</p> <ul style="list-style-type: none"> ○ Approval of Meeting Notes April 27, 2010 The April 27, 2010 Fiscal Planning Committee Meeting Notes stand as distributed. 	<p>Co-Chair Ingram called for a motion to approve the April 27, 2010 Fiscal Planning Committee (FPC) Meeting Notes. Ms. Mary Mills motioned for approval. Ms. Brenda Woodhouse seconded the motion. There were no abstentions. Motion carried.</p>
<p>3. REVIEW OF CHARGE OF COMMITTEE (Source Documents)</p> <ul style="list-style-type: none"> ○ Educational Master Plan ○ Making Decisions at Moorpark College ○ Accreditation Self Study 2010 <p>Co-Chair Ingram distributed several documents to the Committee. Co-Chair Ingram mentioned that the Accreditation Site Visit Team would be on campus in October 11-14, 2010. The Site Visit Team may want to speak to specific members of the various committees. Co-Chair Ingram noted that the Charge of the Committee is always printed on the bottom of the agenda.</p>	
<p>4. REPORTS</p> <ul style="list-style-type: none"> ○ Sub-Committees <i>Co-Curricular Committee</i> - Ms. Darlene Melby stated that the Co-Curricular Committee did not meet; however, applications for one-time funding were distributed. Once the District Budget is approved, Co-Curricular will have a much better understanding as to how much they can award. Awards are usually given in late October. Ms. Melby recommended contacting Leanne Colvin or Allam Elhussini with questions. <p><i>Campus Environment Committee</i> – Mr. John Sinutko mentioned that the first meeting was cancelled as it was scheduled for the second day of the fall semester. Meetings are held on the second Tuesdays of the month.</p> ○ Status of the State Budget FY'11 ○ DCAS Co-Chair Ingram indicated that she attended a District Committee on Administrative Services meeting (DCAS) regarding the budget. She stated that the Committee reviewed an Adopted Budget proposal that will be brought to the Board of Trustees in October. The Adopted Budget proposal is based on the Tentative Budget that was adopted last June (we are required by law to have a budget in place by July; therefore, the Tentative Budget went to the Board in June). She also stated, should additional funds become available to the District, sections and/or positions would not be restored. Co-Chair Ingram mentioned that the District will take money from reserves instead of the campuses if mid-year budget cuts were required. 	<p>The Adopted Budget will be brought to the Fiscal Planning Committee meeting in October so that members can review it.</p>

AGENDA TOPIC	ACTION
<p>Ms. Nenagh Brown questioned if the District had plans to borrow any funds. Co-Chair Ingram indicated that currently the District has zero percent debt and that borrowing isn't a necessity at this time. Districts may borrow money at a special rate, lower than the capital markets through a loan fund called TRAN (Tax Revenue Anticipation Note). It is a consortium of community colleges pulled together by the California Community Colleges League (CCLC). The interest rate varies depending upon how many other colleges need to participate; the greater the competition for money, the higher the rate. However, it would be well below market. VCCCD will <u>not</u> have to borrow funds. Additionally, Co-Chair Ingram stated that borrowing isn't looked at favorably with FICMAT.</p>	
<p>5. DISCUSSION</p> <ul style="list-style-type: none"> ○ Goals for 2010-11 Brief discussion was held regarding the Fiscal Planning Committee 2010-11 Goals. ○ Allocation Model Co-Chair Ingram mentioned that the Allocation Model is a work in progress and may require adjustments throughout the year. Moorpark College's share of the Allocation Model is derived proportionately to the revenue. District-wide, the unfunded FTES are 3200; Moorpark's share is approximately 1500. 	
<p>6. ACTION</p> <ul style="list-style-type: none"> ○ Approval of 2010-11 Fiscal Planning Committee Goals Goals approved by consensus. 	<p>Co-Chair Ingram called for a motion to approve the 2010-11 Fiscal Planning Committee Goals. Mr. Daniel Vieira motioned for approval. Ms. Sharon Manakas seconded the motion. There were no abstentions. Motion carried.</p>
<p>7. ADJOURNMENT</p>	<p>Meeting adjourned at 2:03pm.</p>

HANDOUTS	MEETING CALENDAR 10-11, 4 th Tuesday at 1 p.m., CCCR
FPC Agenda August 24, 2010 – MCSHare	2010 08/24, 09/28, 10/26, 11/23
FPC Meeting Notes April 27, 2010 – MCSHare	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
Fiscal Planning	Plans, monitors, and evaluates college-wide	Co-chairs:

<p><u>Subcommittees:</u></p> <ol style="list-style-type: none"> 1. Campus Environment 2. Co-curricular 	<p>fiscal operations</p> <p><i>Ed Code 53200(c): - processes for institutional planning and budget development</i></p>	<p>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
--	--	---