



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, November 23, 2010 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'Attilie		EOP&S	Paul Pagson	X
Co-Chair: Academic Senate President	Riley Dwyer	X	Athletics/PE/HED	Howard Davis	X	Health Sciences	Carol Higashida	
AFT Faculty Appointee (1)	Rex Edwards	X	Behavioral Sciences	Daniel Vieira	X	History/ Institutions	Ray Zhang	X
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 Mark Clements	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	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	X	World Languages	Perry Bennett	

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS Co-Chair Iris Ingram welcomed everyone in attendance. Introductions were made around the room.	Meeting began at 1:09pm.

AGENDA TOPIC	ACTION
<p>2. MEETING NOTES</p> <ul style="list-style-type: none"> ○ Approval of Meeting Notes October 26, 2010 The October 26, 2010 Fiscal Planning Committee (FPC) Meeting Notes stand as distributed. 	<p>Co-Chair Ingram called for a motion to approve the October 26, 2010 FPC Meeting Notes. Mr. Paul Pagson moved for approval. Ms. Mary LaBarge seconded the motion. Motion carries.</p>
<p>3. REPORTS</p> <ul style="list-style-type: none"> ○ Status of State Budget FY11 Co-Chair Ingram indicated that the governor signed the state budget; however, it is expected that modifications will need to be made and that the budget will be reopened at a later date. It is definite that there will be some revisions, how or if it will affect community colleges remains to be seen. Co-Chair Ingram mentioned that the district has put aside money in reserves labeled Contingency Shortfall. The district has authorized up to \$5M \$3M if we receive mid-year cuts from the state. If there are mid-year reductions, we don't anticipate that it would touch the campuses as the reserves have been set aside. Co-Chair Ingram reported that discussions are being held in DCAS to possibly modify the current Allocation Model to identify scheduled maintenance projects and other "non-recurring" costs for funding as a separate line item under each college's allocation. Co-Chair Ingram indicated that the District receives \$132M from the state. After certain amounts are taken "off the top," the funds are run through the approved Allocation Model. Those funds are then funneled to the individual campuses. Moorpark College receives approximately 44% (\$48M) of the District's allocation by the state. Scheduled maintenance projects would be funded by a portion of the remaining \$48M along with operating expenses and salaries. ○ Sub-Committees <ul style="list-style-type: none"> ▪ Environmental Committee Mr. John Sinutko stated that the Environmental Committee met. The Art Department is looking for a new place to display student 2D and 3D art. Mr. Sinutko indicated that the Committee is currently waiting for the Art Department to forward detailed information regarding their request so that it can move forward to VP council. Mr. Sinutko indicated that the Environmental Committee did vote to support an area for student art. ▪ Co-Curricular Committee Ms. Darlene Melby mentioned that another \$20K had been transferred into the Co-Curricular Fund from the Bookstore. Ms. Melby also stated that the application process for fall is complete and will resume in the spring. 	<p>Ms. Melby will provide a detailed list of the awarded Co-Curricular funds to the Fiscal Planning Committee.</p>

AGENDA TOPIC	ACTION
<p>4. DISCUSSION</p> <ul style="list-style-type: none"> ○ Goals and Objectives Work Plan Co-Chair Ingram distributed a Goals and Objectives Work Plan to the Members of the Committee. Co-Chair Ingram stated that specific tasks were added that she anticipates would lead us to accomplishing the goals and objectives. The Work Plan demonstrates our assessment process and will tie our assessment back to the results. Co-Chair Ingram requested feedback regarding the Work Plan document. After thorough discussion was held, it was suggested to remove the third and last Goals “Develop a process for defining core programs...” and “Review and assess the effectiveness of the implementation of the campus Technology Plan...” as they are not the role of the Fiscal Planning Committee. Additionally, it was suggested to incorporate a timeline for completion of the tasks. ○ Classification Prioritization Process (and documenting process) Co-Chair Ingram reviewed the 2010-11 Classified Personnel Hiring Prioritization Process handout with the FPC members. The timeline was reviewed with one correction to the section labeled “Prioritization Meeting April 2011.” Co-Chair Ingram will collect the signed ranked forms at the conclusion of the Prioritization Meeting. Ranking Results will be compiled and projected during the same meeting. 	<p>Co-Chair Ingram will revise the Work Plan to incorporate a timeline for each Goal. Additionally, the Technology-CAP The Work Plan was accepted, agreed to by consensus, as adjusted.</p>
<p>5. ACTION</p>	
<p>6. ADJOURNMENT</p>	<p>Meeting adjourned at 2:04pm.</p>

HANDOUTS	MEETING CALENDAR 10-11, 4 th Tuesday at 1 p.m., CCCR
FPC Agenda November 23, 2010 – MCSHare	2010 08/24, 09/28 (cancelled), 10/26, 11/23
FPC Meeting Notes October 26, 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
<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

- | | | |
|--|--|--|
| | | <ul style="list-style-type: none">› All Department Chairs and Coordinators or Designees› Executive Vice President |
|--|--|--|