



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, September 24, 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		Health Sciences	Carol Higashida	X
Co-Chair: Academic Senate President	Mary Rees		Athletics/HED/Kin	Howard Davis Del Parker	X X	History/ Institutions	Ray Zhang Victor Fontaine	X
AFT Faculty Appointee (1)	Rachel Messinger	X	Behavioral Sciences	Dan Vieira Leeann Luvile	X	Library	Mary LaBarge	X
Associated Students Representative (1)	Andrew Brown	X	Business	Tim Weaver	X	Life Sciences	Norm Marten	X
	Erin Nosco (alt) Diego Medina (alt)	X		Janice Feingold				
Classified Supervisors' Representative (1)	VACANT		Chemistry/ Earth Sciences	Rob Keil	X	Mathematics	Chris Cole	X
Classified Representatives (3)	Dominga Chavez	X	Computer Science/ CNSE/CIS	Martin Chetlen		Music/ Dance	James Song	X
	Valerie Nicoll Linda Sanders	X	Counseling	Anitra Evans	X	Physics/ Astronomy/Engineering	Ron Wallingford	X
Dean Appointees (3)	Pat Ewins Lisa Putnam Amanuel Gebru	X	Digital Media Arts	Joanna Miller		Student Health Services	Sharon Manakas	
Director, Facilities, Maint. & Ops.	John Sinutko	X	EATM	Brenda Woodhouse	X	Theater Arts/ Communications	Neal Stewart	X
Executive Vice President (Ex-officio)	Lori Bennett		English/ ESL	Sydney Sims		Visual & Applied Arts	Lydia Etman	X
GUESTS	Darlene Melby	X	EOP&S	VACANT		World Languages	Raquel Olivera	
	Mary Mills	X						

AGENDA TOPIC	ACTION
1. WELCOME, COME TO ORDER, INTRODUCTIONS	The meeting was called to order at 1:12 p.m., Introductions around the room.

AGENDA TOPIC	ACTION
2. MEETING NOTES <ul style="list-style-type: none"> ○ Approval of Meeting Minutes April 23, 2013 	The meeting minutes were approved by the committee as submitted.
3. REPORTS <ul style="list-style-type: none"> ○ <u>Co-Curricular Committee</u> – Ms. Darlene Melby The Co-Curricular committee will be meeting next week to look at the applications submitted by last Friday’s deadline. Once reviewed she will bring the break down to this committee at next meeting. Announcements for co-curricular goes through portal. ○ <u>Campus Environment Committee</u> – Mr. John Sinutko The campus environment committee met on 9/17. The committee reviewed goals and accomplishments of last year and chose goals for this year. The committee reviewed old business such as the smoking policy and smoking signage. New business discussed was for a cellular site on campus. 	
4. DISCUSSION <ul style="list-style-type: none"> ○ <u>Prioritization</u> - Co-chair Ingram told the committee we did not hire any new classified, only replacements with the exception of one. When Lisa Putnam was promoted to Dean, her previous position was a faculty position. But, instead of replacing the faculty position, a classified position of Research Analyst was created and filled. This new position did not go through this committee’s process due to moving from faculty position to classified. But, we will be filing the faculty position in spring to keep our faculty numbers correct. Faculty hiring is done through Academic Senate. ○ <u>Committee Goals and Accomplishments 2012/13</u> Handouts given to the committee. Discussion regarding the goals wording with some changes made and moved the new wording forward to the goals for 2013/14. ○ Discussed when the Fiscal Committee meeting should begin and end. Decision was made that from here on the meeting will start at 1:15 and go until 2:20. On days where more time is needed, it will end at 2:30. 	Changed the wording of Goal 2 with changes approved as stated.
5. INFORMATION <ul style="list-style-type: none"> ○ Co-Chair Ingram told the committee that Fiscal Planning will start the review of statewide district budget allocation model and how it impacts us at our next meeting. We will by then be in the middle of program planning process. ○ FCAP & TCAP are now combined as an experiment for a few reasons. Academic Senate revised the representative criteria for those two committees and now representatives are by division and not department. There were many people sitting on both committees so it just made sense. The Facilities Master plan is being revised and it is relevant to both committees. ○ The Education Master Plan is being brought to Board of Trustees next month. On October 4th at the Fall Fling, we will reaffirm the aspects of our college mission, vision and goal. 	
6. ADJOURNMENT	The meeting was adjourned at 2:03 p.m.

HANDOUTS	FPC 2013-14 MEETING CALENDAR, 4 th Tuesday at 1:00 p.m., CCCR
FPC Agenda 09/24/13 – MCSHare & Website	2013 9/24, 10/22, 11/26
FPC Meeting Notes 04/23/13 – MCSHare & Website	2014 1/28, 2,25, 3/25, 4/22
FPC Charge/Membership – Included on Agenda, Website	

FISCAL PLANNING COMMITTEE

COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>Fiscal Planning</p> <p><u>Reports:</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>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></p> <p>The specific tasks of this committee are:</p> <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. 	<p>Co-Chairs: Vice President, Business Services Academic Senate President</p> <p>Members:</p> <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)