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**MOORPARK COLLEGE
F**iscal **P**lanning **C**ommittee
*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*

**MINUTES**

**Tuesday, March 25, 2014**

**1:15 – 2:20 p.m.**

**Campus Center Conference Rooms**

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| **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 |  |
| Co-Chair: Academic Senate President | Mary Rees | **X** | Athletics/HED/Kin | Howard DavisDel Parker | **X****X** | History/ Institutions | Ray ZhangVictor Fontaine |  |
| AFT Faculty Appointee (1) | Rachel Messinger |  | Behavioral Sciences | Dan VieiraLeeann Luville |  | Library | Mary LaBarge |  |
| Associated Students Representative (1) | Andrew BrownErin Nosco (alt)Diego Medina (alt) |  | Business | Janice Feingold | **X** | Life Sciences | Norm Marten | **X** |
| Classified Supervisors’ Representative (1) | ~~VACANT~~ Darlene Melby | **X** | Chemistry/ Earth Sciences | Rob Keil | **X** | Mathematics | Chris Cole | **X** |
| Classified Representatives (3) | Dominga ChavezValerie NicollLinda Sanders | **X****XX** | Computer Science/ CNSE/CIS | Martin Chetlen |  | Music/ Dance | James Song |  |
| Counseling | Anitra Evans |  | Physics/ Astronomy/Engineering | Ron Wallingford |  |
| Dean Appointees (3) | Pat EwinsLisa PutnamAmanuel Gebru |  | EATM | Brenda Woodhouse | **X** | Student Health Services | Sharon Manakas | **X** |
| Director, Facilities, Maint. & Ops. | John Sinutko | **X** | English/ ESL | Sydney SimsJeff Baker |  | Theater Arts/ Communications | Neal Stewart |  |
| Executive Vice President (Ex-officio) | Lori Bennett |  | EOP&S | Herbert English | **X** | Digital, Media & Visual Arts | Lydia Etman |  |
| GUESTS | Scarlet Relle | **X** |  |  |  | World Languages | Raquel Olivera |  |
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| **AGENDA TOPIC** | **ACTION** |
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| 1. **WELCOME, COME TO ORDER, INTRODUCTIONS**
 | The meeting was called to order at 1:22 p.m. by Co-Chair Ingram. Introductions around the room. |
| 1. **MEETING NOTES**
	* Approval of Meeting Notes | February 25, 2013
 | The meeting minutes were approved with changes made on page 2. |
| 1. **REPORTS**
* Co-Curricular Committee – Ms. Darlene Melby

Nothing to report. Committee will not meet again until September.* Campus Environment Committee (CEC) – Mr. John Sinutko

The committee met on March 18th. During the meeting there were updates on Facilities, the parking structure, First Stop, water stations, campus master plan, and they reviewed old business. AT&T and Verizon would like to put up a cell tower on campus. Iris elaborated about this saying that due to the location of the campus and the nearby mountains, a cell tower would improve cell phone service. The campus would get revenue for the cell tower. DSA has a say on anything we put on campus that is higher than 10 feet tall. Ad Camp was also discussed (Ad Camp would create kiosks around campus to put advertising on it. They are like small billboards). The advertisements that would be posted would target the student population and their interests. Since the cell towers and kiosks are visually intrusive, the CEC is not excited about having them on campus.  |  |
| 1. **DISCUSSION**
* State Budget and District Revenue Projections

Co-Chair Ingram gave an update to the committee regarding the Governors budget for the State of California. To summarize: no new taxes, a rainy day fund of $1.6 billion, $1.6 billion to pay off bonds from 2002, $440 million to repay loans from special funds, $6.1 billion to repaying deferrals. The community colleges are getting overall 11%, $592 million to eliminate deferrals for community colleges. A onetime allocation of $175 million for maintenance and equipment spread across 110 colleges. 3% increase for growth, $100 million for student success, $100 million for underrepresented students, 48.5% for COLA and $39 million for prop 39 projects (energy efficiency). Co-chair Ingram handed out the District Revenue and Costs Projections as of and went through them line by line on the projector. For VCCCD – new resources cola of .86% = $1.1 million, prior year growth FY14 = $1.56 million. New money to the district $2.66 million to the district.We don’t know if there will be salary increases, AFT and SEIU will have reopeners on their contracts this year. Most likely there will be an increase in health & welfare. Step and longevity increases calculated into the costs. Factored in what we anticipate will be the utilities for the next year. FTE generation – required hires on anticipation of 3% growth. Starting new fiscal year $1,736,800 negative. Page two of handout is the state allocation model. Went through line by line. 3% increases statewide for FY15 tentatively give VCCCD $114,952,314 for credit FTES.Yearly budget based on 18 month cycle. Don’t know revenue until January of the next year. The restoration credit is what the state owes us for what we were shorted 1-2 years prior. Co-Chair Rees brought up that there is an international student (IS) taskforce looking at increasing our non-resident tuition which would increase our revenue. We get to keep all the revenue that non-resident/international students brought in. The committee is looking at whether the District should recommend an increase to its IS program. The committee is looking at how the financial model for IS would look like if it was increased. VC is not accepting new applications at this time, OC’s program is shut down completely but MC still has a small program. SBCC came and talked to the taskforce about their program. Their revenue is over $6 million just from IS. Not only does it give more money to the college but it brings more diversity to the campus. FY 15 DAC Allocation cost transfers – currently 8.1% because District IT was centralized 3 years ago. And the money was given to each campus to follow the staff. Now they will be all paid through the district no matter where the staff was located. Program planning and prioritization on each campus were not looking at IT staff at the local level. For FY15 costs for the IT staff will be paid through the campus, meaning the DAC allocation costs will be 7%.According to the handout FY15 tentative budget allocation sheet. The amount available for distribution to the 3 colleges totals $112,426,042. After class schedule delivery allocation, base allocation, FTES allocation, campus FY14 carryover, the FY15 tentative budget allocation is $46,661,326 for Moorpark, $25,096,130 for Oxnard and $42,923,803 for Ventura. |  |
| 1. **OTHER**
* Survey on Classified Position Prioritization and Fiscal Committee Processes

Surveys were handed out to the committee. Co-Chair Ingram asked that the committee fill them out and put them in her box so she can bring the results to the next meeting.  |  |
| 1. **ADJOURNMENT**
 | The meeting was adjourned 2:35 p.m. |

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| **HANDOUTS** | **FPC 2013-14 MEETING CALENDAR, 4th Tuesday at 1:15 p.m., CCCR** |
| FPC Agenda | 03/25/14 – MCShare & Website | **2013 |** ~~9/24, 10/22~~, ~~11/26~~ |
| FPC Meeting Minutes | 2/25/13 – MCShare & Website | **2014 |** ~~1/28~~, ~~2/25~~, ~~3/25~~, 4/22 |
| FPC Charge/Membership – Included on Agenda, Website |  |

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| **FISCAL PLANNING COMMITTEE** |
| **COLLEGE-WIDE COMMITTEE** | **CHARGE AND SOURCE OF AUTHORITY** | **MEMBERSHIP** |
| Fiscal Planning Reports:1. Campus Environment
2. Co-Curricular
 | Plans, monitors, and evaluates college-wide fiscal operations*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*The specific tasks of this committee are: * 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.
 | **Co-Chairs:**Vice President, Business ServicesAcademic Senate President **Members:*** 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)
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