



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

MINUTES Tuesday, May 11, 2021 12:00 pm– 1:00 pm

Zoom Meeting URL: <https://cccconfer.zoom.us/j/92377914291> Or iPhone (US Toll): +16699006833,92377914291# or +13462487799,92377914291#

POSITION/DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND
Co-Chair: Academic Senate President	Erik Reese	X	Athletics/KIN/Health	Matt Crater	X	English/ESL	Jeff Baker	X
							Kara Lybarger-Monson (ALT)	
						Business Admin	Ruth Bennington	X
Co-Chair: Classified Senate President	Linda Resendiz	X	Physics/Astronomy/CS Engineering	Loay Alnaji		Library	Jackie Kinsey	X
						ACCESS	Silva Arzunyan	X
Co-Chair: VP Business Services	Jennifer Clark	X	Student Health Center	Allison Case Barton	X	Health Sciences	Christina Lee	X
AFT Faculty Appointee (1)	Hugo Hernandez	X						
Associated Students Representative (1)	Marina Bayless	X	Chemistry/Earth Sciences	Rob Keil		Mathematics	Phil Abramoff	X
Classified Supervisors' Representative (2)	Michele Perry	X	Counseling	Traci Allen	X	Child Dev	Cindy Sheaks-McGowan	X
	Johanna Pimentel	X		Wendy Berg (Alt)				
Classified Representatives (5)	Deborah Brackley	X	Social Sciences	Hugo Hernandez	X	EOPS	Angelica Rodriguez	X
	Kris Romero	X		Lee Ballesterro (Alt)		EATM		
	Linda Sanders	X		Visual Arts	Erika Lizée	X	Behavioral Sciences	Dani Vieira
	Obalid Younan	X	Performing Arts	John Loprieno	X	Life Sciences	Melia Tabbakhian	
Dean Appointees (3)	Carol Higashida	X	World Languages	Perry Bennett		Media & Comm Studies	Neal Stewart	
	Priscilla Mora	X	Guests	Nenagh Brown	X	Ex Officio (non-voting):		
	Khushnur Dadabhoj	X		Cynthia Osuna	X	VP AA	Mary Rees	X
Director, Facilities, Maintenance & Ops	John Sinutko	X				VP SS	Amanuel Gebru	
Financial Aid	Kim Korinke	X						

AGENDA TOPIC	ACTION																																																											
1. WELCOME, COME TO ORDER, INTRODUCTIONS	Erik Reese called meeting to order at 12:03 pm.																																																											
<p data-bbox="65 151 1430 191">2. PUBLIC COMMENTS- None</p> <p data-bbox="65 191 1430 289">Mary Rees gave kudos to everyone for helping students graduate. Linda Resendiz commented that this is also proof that everyone has been working hard throughout the pandemic to achieve this goal while working remotely.</p> <p data-bbox="65 289 1430 423">Hugo Hernandez gave a quick plug to the federal and state government for providing us with HEERF I, II, III, IV, V, and VI. Additionally, a billion dollars of tax credits from the State of California to support education at the community college level.</p>																																																												
3. MEETING MINUTES																																																												
3.1 Approval of Meeting Minutes March 23, 2021	Hugo Hernandez moved to approve minutes as presented. Silva Arzunyan seconded. No abstentions. Minutes adopted by unanimous consent.																																																											
4. REPORTS & DISCUSSIONS																																																												
4.1 Multi-year budget projection – Jennifer Clark																																																												
Jennifer reviewed FY22 Multi-Year Projection (MYP) Assumptions																																																												
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<i>Component</i>	<table border="1"> <thead> <tr> <th data-bbox="630 748 861 829"><i>2020-21 Adoption</i></th> <th data-bbox="861 748 1092 829"><i>2021-22 Tentative</i></th> <th data-bbox="1092 748 1323 829"><i>2022-23 Estimate</i></th> <th data-bbox="1323 748 2043 829"><i>2023-2024 Estimate</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="65 829 630 870">Funded FTES (17/18 Hold-harmless)</td> <td data-bbox="630 829 861 870">26,668</td> <td data-bbox="861 829 1092 870">26,668</td> <td data-bbox="1092 829 1323 870">26,668</td> <td data-bbox="1323 829 2043 870">26,668</td> </tr> <tr> <td data-bbox="65 870 630 911">COLA</td> <td data-bbox="630 870 861 911">0.00%</td> <td data-bbox="861 870 1092 911">1.50%</td> <td data-bbox="1092 870 1323 911">1.28%</td> <td data-bbox="1323 870 2043 911">1.61%</td> </tr> <tr> <td data-bbox="65 911 630 951">Step/Longevity - Faculty</td> <td data-bbox="630 911 861 951">1.7%</td> <td data-bbox="861 911 1092 951">1.7%</td> <td data-bbox="1092 911 1323 951">1.7%</td> <td data-bbox="1323 911 2043 951">1.7%</td> </tr> <tr> <td data-bbox="65 951 630 992">Step/Longevity - Classified</td> <td data-bbox="630 951 861 992">1.4%</td> <td data-bbox="861 951 1092 992">1.4%</td> <td data-bbox="1092 951 1323 992">1.4%</td> <td data-bbox="1323 951 2043 992">1.4%</td> </tr> <tr> <td data-bbox="65 992 630 1032">Step/Longevity - Confid/Supvsrs</td> <td data-bbox="630 992 861 1032">1.00%</td> <td data-bbox="861 992 1092 1032">1.00%</td> <td data-bbox="1092 992 1323 1032">1.00%</td> <td data-bbox="1323 992 2043 1032">1.00%</td> </tr> <tr> <td data-bbox="65 1032 630 1073">Step/Longevity - Mgmt</td> <td data-bbox="630 1032 861 1073">1.0%</td> <td data-bbox="861 1032 1092 1073">1.0%</td> <td data-bbox="1092 1032 1323 1073">1.0%</td> <td data-bbox="1323 1032 2043 1073">1.0%</td> </tr> <tr> <td data-bbox="65 1073 630 1114">STRS</td> <td data-bbox="630 1073 861 1114">16.15%</td> <td data-bbox="861 1073 1092 1114">15.92%</td> <td data-bbox="1092 1073 1323 1114">18.00%</td> <td data-bbox="1323 1073 2043 1114">18.00%</td> </tr> <tr> <td data-bbox="65 1114 630 1154">PERS</td> <td data-bbox="630 1114 861 1154">20.70%</td> <td data-bbox="861 1114 1092 1154">23.0%</td> <td data-bbox="1092 1114 1323 1154">26.3%</td> <td data-bbox="1323 1114 2043 1154">27.3%</td> </tr> <tr> <td data-bbox="65 1154 630 1195">IHealth Benefit Rate Increase</td> <td data-bbox="630 1154 861 1195">0.00%</td> <td data-bbox="861 1154 1092 1195">6.5%</td> <td data-bbox="1092 1154 1323 1195">6.5%</td> <td data-bbox="1323 1154 2043 1195">6.5%</td> </tr> <tr> <td data-bbox="65 1195 630 1235">Carryover</td> <td data-bbox="630 1195 861 1235">2%</td> <td data-bbox="861 1195 1092 1235">2%</td> <td data-bbox="1092 1195 1323 1235">2%</td> <td data-bbox="1323 1195 2043 1235">2%</td> </tr> <tr> <td data-bbox="65 1235 630 1276">SCFF C/F</td> <td colspan="4" data-bbox="630 1235 2043 1276">amt in FY21 only</td> </tr> </tbody> </table>	<i>2020-21 Adoption</i>	<i>2021-22 Tentative</i>	<i>2022-23 Estimate</i>	<i>2023-2024 Estimate</i>	Funded FTES (17/18 Hold-harmless)	26,668	26,668	26,668	26,668	COLA	0.00%	1.50%	1.28%	1.61%	Step/Longevity - Faculty	1.7%	1.7%	1.7%	1.7%	Step/Longevity - Classified	1.4%	1.4%	1.4%	1.4%	Step/Longevity - Confid/Supvsrs	1.00%	1.00%	1.00%	1.00%	Step/Longevity - Mgmt	1.0%	1.0%	1.0%	1.0%	STRS	16.15%	15.92%	18.00%	18.00%	PERS	20.70%	23.0%	26.3%	27.3%	IHealth Benefit Rate Increase	0.00%	6.5%	6.5%	6.5%	Carryover	2%	2%	2%	2%	SCFF C/F	amt in FY21 only			
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<p data-bbox="65 1276 2043 1435">Important to note that District has adopted hold harmless revenue. COLA is awarded each year. State is also honoring hold harmless through FY24. Revenue remains flat and the only thing going up is COLA. While the assumption is that all positions are filled. STRS went down .23% FY21/22, but it is estimated to go back up during the upcoming fiscal years. Meanwhile, PERS is going up 3% and anticipated to go up on a yearly basis which is a concern. There was a 6.5% health benefit rate increase. At the moment, no one is paying out of pocket unless they choose the most expensive plan. She clarified that it is common practice to have 2% carry over</p>																																																												

every year. Jennifer also presented and explained formatting of the following:

Moorpark College
MYP - Tentative Budget FY22 - FY24
As of May 9, 2021

	2021-22 Tentative	Changes	2022-23 Estimate	Changes	2023-24 Estimate
<i>Assumptions</i>					
General Apportionment	<i>Hold-Harmless</i>		<i>Hold-Harmless</i>		<i>Hold-Harmless</i>
COLA	1.50%		1.28%		1.61%
Revenue					
Total General Allocation Model	63,993,300	819,114	64,812,414	1,043,480	65,855,894
New Allocation Model Phase-in	-	(185,250)	(185,250)	(185,250)	(370,500)
TOTAL REVENUE	63,993,300		64,627,164		65,485,394
Expenditures					
Faculty Salaries	27,245,902	278,400	27,524,302	282,900	27,807,202
Management Salaries	2,326,870	23,300	2,350,170	23,500	2,373,670
Classified Salaries	9,938,352	116,400	10,054,752	117,500	10,172,252
Employee Benefits	17,669,542	1,104,400	18,773,941	395,990	19,169,931
Salary & Benefit Subtotal	57,180,666		58,703,166		59,523,056
Supplies & Materials	1,364,441	-	1,364,441	-	1,364,441
Operating Expenditures	2,202,746	-	2,202,746	-	2,202,746
Capital Outlay	36,304	-	36,304	-	36,304
Transfers	(110,000)	-	(110,000)	-	(110,000)
Contingency	3,319,143		2,430,508		2,468,848
Direct Expenditure Subtotal	6,812,634		5,923,998		5,962,338
TOTAL EXPENDITURES	63,993,300		64,627,164		65,485,394
OPERATING SURPLUS/DEFICIT	0		0		(0)

DCAS and the Board have agreed new allocation model will be phased-in over the next 5 years. As noted this year there is no change.

4.2 Joint EdCAP/Fiscal Pilot Proposal – Erik Reese

Recommendation to adopt proposed one-year pilot program of the joint EdCAP/Fiscal Planning Committees to meet once a month from 1 pm-3 pm. Membership does not change. Next year the focus would be largely on accreditation. Goal would be to have relationship so that planning should link with the budget. This will also include more classified in the group. The only two committees that are required by Title V are Academic Senate and Curriculum and everything else is a local decision. Our entire district

Ruth Bennington motioned to recommend one year pilot program of the joint EdCAP/Fiscal Planning Committees. Silva Arzunyan seconded.
 Yes: 17
 No: 7
 Motion carried.

has Classified Senate. At the first meeting it would be useful to discuss balance of representation at the first meeting. Nenagh pointed out that this is what FT-CAP did when they combined into one committee. She reminded members that the goal is to reduce committee work and to combine the planning and the resource piece more closely.	
4.3 Committee Goals & Accomplishments – Linda Resendiz All goals have been accomplished with the exception of #4. This will be removed and remain blank. Hugo Hernandez clarified that the goal was knowing what is happening at the district level and how the money is flowing/reconciling the two.	Goals and accomplishments approved by unanimous consent.
4.4 May Revision Budget Proposal – Jennifer Clark Will not be available until 5/14. Item will be tabled for fall.	
4.5 Campus Environment Committee – John Sinutko Meeting notes were distributed to members. No further questions for John.	
4.6 DCAS – Jennifer Clark, Erik Reese, Linda Resendiz No items for discussion.	
5. OTHER- Discussion & Recommendation related to Committee Goals	
6. Good of the Order Erik thanked everyone for all their work and for being flexible. Thanked Cynthia Osuna for preparing meeting minutes. Kris Romero announced that the zoo is open during the summer.	
7. ADJOURNMENT	Meeting adjourned at 1:03 pm.

HANDOUTS	FPC 2020/21 MEETING CALENDAR, 4 th Tuesday at 1:00 p.m., via ZOOM
FPC Agenda 5/11/2021	2020 – 08/25, 09/22, 10/27, 11/24
FPC Draft Minutes 3/23/2021	2021 – 01/26, 02/23, 03/23, 04/27 5/11
Campus Environment Committee Notes	
FPC/EdCAP Joint Draft Minutes 3/23/2021	

FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
Fiscal Planning <u>Reports:</u> 1. Campus Environment 2. Co-Curricular	Plans, monitors, and evaluates college-wide fiscal operations <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> The specific tasks of this committee are: <ul style="list-style-type: none"> • Annually review the District Budget Allocation Model and make recommendations for changes as necessary; • Reviewing reports on the development of the College General Fund budgets in alignment with District processes, and relaying information to constituent areas; • Reviewing emergent budget needs and constraints; • Implementing the annual Classified Hiring Prioritization process; and • Annually with the Education Committee on Accreditation and Planning, reviewing college resource recommendations in relation to the Strategic Plan for gap analysis and recommendations. 	Co-Chairs: Vice President, Business Services Academic Senate President Classified Senate President Members: › Faculty Appointed by AFT (1) › Associated Students Representative (1) › Classified Supervisors' Representative (2) › Classified Representatives (5) › Dean Appointees (3) › Director of Facilities, Maintenance & Operations › All Faculty Department Chairs and Coordinators or Designees › Executive Vice President (Ex-officio, non-voting)

GOALS 2020/21	DATE OF ACTION/COMPLETION
1. Review the District Allocation Model and supporting documentation to determine the impact on College operations and the continued efficacy on the budget allocation: a. Educate ourselves on the Student-Centered Funding Formula (SCFF) and track impact to college and district	2-23-2021
2. Review infrastructure model	10-27-2020
3. Review multi-year budget projections	05-11-2021
4. Provide informational updates on fiscal budget components to entire campus, including link between and allocations to local and district budgets.	
5. Apply a social justice lens to Classified Prioritization	11-24-2020
6. Implement a joint meeting with EdCAP to review funding prioritizations and perform gap analysis that will inform the planning processes for the following academic year a. Review budget alignment with support of disproportionately impacted groups	02-23-2021, 03-27-2021