Finance/Budget & Planning Committee Meeting
Meeting Date: August 6, 2014
Location: Staff Lounge - 12:45 p.m.

MINUTES
Committee Members: X = Present, A = Absent

<table>
<thead>
<tr>
<th></th>
<th>Nichole DuBal</th>
<th></th>
<th>Pearl Bandringa</th>
<th></th>
<th>Steve Garcia</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Odell Moon</td>
<td>A</td>
<td>Frederick Board</td>
<td>X</td>
<td>Karen Hardy</td>
</tr>
<tr>
<td>X</td>
<td>Joe Pendleton</td>
<td>A</td>
<td>Justin Gatewood</td>
<td>X</td>
<td>Pat Luther</td>
</tr>
<tr>
<td>A</td>
<td>Patricia Wagner</td>
<td>X</td>
<td>Tim Isbell</td>
<td>A</td>
<td>Robert Sewell</td>
</tr>
</tbody>
</table>


1. The meeting was called to order at 12:54 p.m. by Tim Isbell, Chair.

2. Approval of the Minutes: Due to the lack of quorum, the minutes of the June 6, 2014 meeting will be presented at the next meeting.

3. Perkins Allocation Process: Dr. Luther distributed a proposal of the process utilized for Perkins fund allocation. As a majority of members were not present, it was decided that this item be placed on the next meeting agenda. The intent of the proposal is an explanation of how funds are awarded. It is hoped that the process is added to the current AP 6200, Budget Development. Dr. Javaheripour stated that there is a procedure in place to award funds for construction and capital outlay improvements, Fund 71. It was suggested that this also be incorporated into AP 6200. Dean Moran suggested, for a cleaner method, that the two processes be cited in AP6200, but become their own, separate, procedures.

4. Formation of Augmentation Request Committee: Chairman Isbell stated that the meeting to review departmental augmentation requests was canceled and has been rescheduled for August 12th. Augmentation requests will be reviewed by the committee and forwarded to the Vice Presidents and Cabinet for approval.

5. 2014/2015 Tentative Budget Review: This item will be presented as an “Adopted” Budget item on the next agenda.

6. Cost Productivity Task Force Report: Chairman Isbell will ensure that this item is placed on the next agenda and will follow through with inviting Mark Clair and Jennifer Larriva to the meeting for their input.

7. Formal Recommendation to the Enrollment Management Team: Chair Isbell distributed copies of an email that he sent regarding concerns the committee has regarding VVC enrollment. There is no current Enrollment Management Committee. Typically members of that committee include the President, Vice Presidents, Faculty Senate President and representative(s) of the Institutional Research Department. It was advised that the committee should have some pressure placed upon them to meet. In years passed, it has been a push for summer enrollment in order that adequate FTES numbers are reached. Dean Moran stated that since the development of this drafted email, changes have occurred with regard to FTES, which she will provide to Mr. Isbell. He invited additional ideas for the recommendation document.

8. Planning Sub-Committee Report: There was no report at this meeting.
9. **Budget Update:** Dr. Javaheripour reported that he attended a Budget Workshop last week at Riverside College. Positive results included: Community Colleges will receive 2.75% ($140.4 million) in restoration; 0.85% in COLA ($47.3 million), as well as an additional $30 million increase in DSPS allocation. There is a possibility of a $60 million deficit in RDA and property tax collections. The sales tax increase for Prop 30 terminates at the end of 2016 – 2017, which means approximately a quarter of this tax desists. In 2018-19, the wealthy tax desists. If the economy has not improved and the state is not receiving Prop 30 monies, there will be major cuts. Proposition 98 monies provide a tax backfill for public schools, but not community colleges. There will be a 2:1 match for the $100 million for the Triple SP, Student Success and Support Program, as well as $70 million for Student Equity Plans. CBOs requested a 1:1 match. VVC was given $178,000. For Deferred Maintenance costs. The California Community College's Chancellor’s Office (CCCCO) was allocated $1.1 million for 9 positions, as well as $2.5 million for technical assistance to support implementation. The budget eliminates $10 billion in debt which will further reduce deferrals. If received on time, will help with any cash flow issues. Of the $498 million for paying down deferrals, there is only $94 million remaining. Based on the actual reported FTES at P-2, there will be $148 million of one-time money. 9500 FTES is the current base; 9700 is currently the mid-size college number, therefore we will have to push to at least the 9500 or we permanently lose the funding. Dr. Javaheripour repeated his appeal to the Dean's Council to work with the Enrollment Management Team and Instructional Review staff to identify strategies to go forward to increase enrollment. There is a need to develop two 8 week schedules for the fall before the spring semester. We tend to wait until the spring semester and then urgently push in the summer.

Fiscal Services will by closing the books by August 8th.

10. **Campus Communication (from committee members):** G.H. Javaheripour reported that the college has received an approximately $15 million grant, Ready to Accelerate My Pathway (RAMP Up). We are required to spend $7.5 million this year on technology and five newly hired positions, i.e., a director, researcher, secretary, a technology staffer and a career specialist, with two of the staff being institutionalized. Currently in development are specifications for equipment and a remodel of the lower campus portables. Thirty-five present of the grant will be spent next year and 15% the following year.

Additionally, Dr. Javaheripour stated that the Music Complex is complete and equipment being placed, so classes will be held in the fall. The Science building project is moving forward and the architectural firm of Frick, Frick and Jette, is designing the Vocational Technology Complex. The rebuilding of Student Services 1 and 2 will be the next project, combining the buildings to form a “one stop” structure. Building 55 will also be re-vamped to include the President’s and Vice Presidents Offices, as well as the Board Room.

11. **Other:** Pearl Bandringa expressed concern regarding the ability to break into building 10-A. She also expressed that it would be beneficial if the Fiscal Services Office could be located closer to the Bursar’s office as staff spend several weeks a year covering that area.

12. The next regularly scheduled meeting is August 20th. The next special meeting (Augmentation) is August 14th.

13. The meeting adjourned at 2:05 p.m.