



Financial and Budget Planning Advisory Council (FABPAC)
November 17, 2010 – 2:00 pm
Board Room
Unadopted Meeting Minutes

FABPAC Members Present:

Philip Andreini	Ed. Administrator
Rich Augustus	Local 39
Peter Bostic	Exec. Director, Inst. Advancement
Richard Crapuchettes	Local 39
Corey Elliott	ASSC
Tom Grube	SCFA
Chris Guptill	Classified Manager
Mary Ann Haley	Academic Senate
Les Hubbard	SCFA
Betsy Julian	Ed. Administrator
Jowel Laguerre	Supt/President
Debbie Luttrell-Williams	CSEA
Deborah Mann	Classified Manager
Louis McDermott	Academic Senate
Arturo Reyes	EVP, Academic & Student Affairs
Sheryl Scott	CSEA
Roy Stutzman	Chair
Thomas Watkins	Academic Senate

Absent:

Ralph Meyer	Local 39
Mary Lexi Parmer	ASSC
Kheck Sengmany	Minority Coalition

Dr. Laguerre began the meeting for Roy Stutzman.

I. Approve November 17 Amended Agenda:

- Motion (Tom Grube), second (Debbie Luttrell-Williams) to approve the amended agenda, with the addition of the faculty hiring priority list and proposed new accounting manager position in Fiscal Services. Motion passed unanimously.

II. Approve November 3 Meeting Minutes:

- Motion (Rich Augustus), second (Corey Elliott) to approve meeting minutes. Motion passed unanimously.

III. Faculty Hiring Priority List:

- Dr. Laguerre and EVP Reyes shared the Faculty Hiring Priority List for 2011. Development of the list began with the division deans who then met with the academic senate. Both groups discussed and prioritized it. The list was forwarded to Dr. Laguerre, who may make revisions to it. Any revision will be returned to the

senate with his rationale. This was put on a “fast track” in order to be ready in January to begin the hiring process.

- EVP Reyes reported it was a transparent and collaborative process that had flexibility.
- The Chancellor’s Board of Governors suspended the FON requirements for 2010-11 and so it means the District number remains at 166.
- Penalty should a District not meet its FON, and should be cost neutral since dollar loss is the difference between cost of a full-timer and the cost of an adjunct.
- This item was provided as information.

IV. 2010-11 Budget Update from the State Budget Workshop:

- Roy Stutzman gave a budget update with a power point presentation. It will be presented to the Board at its meeting tonight and two campus budget forums tomorrow. He shared the latest information from the November 5 state budget workshop.
- Dr. Laguerre announced that a special Board study session on the budget is scheduled for January 12, 2011 at 4:00 pm.
- Because the state budget included growth funding at 2.21% statewide, the District hopes to claim 228 FTES, or \$1,043,025. The good news: the District’s growth cap is 1% and now we capture more. The bad news: the budget has also deferred these growth dollars to July 2011, may be taken from next year’s budget and the funding is not completely guaranteed.
- Negative COLA of \$176,453 accounted for in the adopted budget may now be added back into the budget.
- Categorical programs stay funded at the 2009-10 levels, with statewide priorities to remain: workforce training, transfer, and basic skills.
- Mandated programs received a little attention with reimbursement for prior years’ mandate claims totaling \$22.3 million statewide. Payment method used was based on each District’s total actual 2009-10 FTES at P2: District’s share is \$167,105. Current year claims are funded at \$9.5 million. It is unknown at this time how the state will proportionally distribute because it will use a different mechanism.
- The big news is the continuance of current and new apportionment deferrals and its adverse impact on cash flow. The college will see 24% of its total apportionment deferred, or \$8 million. Approximately \$3.5 to \$4 million goes out each month in payroll and payables. The District has the temporary borrowing agreement with the County that is good for 2010-11, but likely need an agreement for 2011-12 in the near future.
- To summarize, if fully funded, the District could realize \$1,219,478 in new ongoing monies (from COLA and growth), and could realize \$167,105 in one-time monies from mandated claims.
- A question was asked if “those sure things” will be added back into the budget. Roy responded that the District will make mid-year adjustments as necessary. EVP Reyes indicated he’s confident we’ll meet our FTES target.

V. Accreditation Self-Study Update:

- Les Hubbard announced a draft will be emailed soon to members. The goal is to write a “spin-free” report – to pinpoint the weaknesses and fix it.

VI. 2011-12 Budget Planning:

- Roy Stutzman explained that he has the 2011-12 budget planning worksheet in draft form and continues to research and compile the numbers.
- He predicts that the college will be looking at another \$1 million in reductions, again, without any additional revenue. If the District was getting its COLA the last couple years, it could have addressed the problem.
- This budget planning worksheet will be in addition to the People & Things List. Some of the items on the P & T List are being addressed, and this worksheet is fresh ideas to supplement it.

VII. Proposed Fiscal Services Organization Structure and New Position:

- Roy Stutzman shared information on a proposed new accounting manager position in Fiscal Services. He reported this is the previous bond accountant position that was previously approved by the Board and parts of a previous District priority list item from 2005-06 but never went forward. There was conversation about how to make the position more valuable, and go beyond only bond accounting.
- He surveyed 10 other districts of similar size and found they have an organizational structure similar to one he's proposing—there is a key second level position next to the Director.
- It's proposed the position will be funded 25% bond, 25% categorical and 50% general fund. There will be overtime cost savings. This position's major responsibilities are to manage the business processes in the office, to include complex interfacing with Banner.
- Dr. Laguerre indicated this position will be key in the support structure for categorical and grants so that faculty and staff will apply for larger grants, the alternate revenue stream, to help the college.

VIII. Items for Next or Future Agenda:

- Update the 2011-12 Budget Planning Worksheet on Expenditures
- People & Things List
- Faculty Hiring Priority List & FON

IX. Adjournment:

- Meeting was adjourned at 3:45 pm.

Minutes taken by Judy Anderson