



Financial and Budget Planning Advisory Council (FABPAC)  
December 1, 2010 – 2:00 pm  
Board Room  
Adopted 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
Mary Ann Haley	Academic Senate
Les Hubbard	SCFA
Betsy Julian	Ed. Administrator
Jowel Laguerre	Supt/President
Mary Lexi Parmer	ASSC
Debbie Luttrell-Williams	CSEA
Louis McDermott	Academic Senate
<i>Nora O'Neill</i>	<i>Guest, Institutional Advancement</i>
Arturo Reyes	EVP, Academic & Student Affairs
Sheryl Scott	CSEA
Roy Stutzman	Chair
Thomas Watkins	Academic Senate

**Absent:**

Tom Grube	SCFA
Chris Guptill	Classified Manager
Deborah Mann	Classified Manager
Ralph Meyer	Local 39
Kheck Sengmany	Minority Coalition

**I. Approve December 1 Agenda:**

- Motion (Louis McDermott), second (Debbie Luttrell-Williams) to approve the agenda, with the addition of the Intent to Apply for Grant by the Career Technical Education Division and presented by Nora O'Neill. Motion passed unanimously.

**II. Approve November 17 Meeting Minutes:**

- Motion (Thom Watkins), second (Mary Lexi Parmer) to approve meeting minutes. Motion passed unanimously.

**III. Intent to Apply for Grant – Economic Development Department and California Energy Commission:**

- Nora O'Neill presented information on a recently applied-for grant from the Economic Development Department and California Energy Commission. Grant details: 20-month grant is an innovative program to train individuals (either current, underemployed, or unemployed) to repair the increasing number of alternative fuel vehicles such as hybrid and electric cars; the Solano County Office of Education

has space/facility location available; good opportunity to be prepared and in the forefront of this industry and trade.

- The funding for this grant is broken down as follows: \$244,964.00 grant funding from the California Energy Commission, \$258,964 in-kind matching funds from SCC and Program Contractors. SCC's actual portion of the in-kind matching funds is \$94,959.00. Part of the Interim Dean of CTE's salary will be included to oversee grant, Green Grant Coordinator Paul Fair is participating and will help administer the grant.
- Grant ties in with the college's future partnership opportunities with Copart, PG&E is excited about the grant and has 140 employees ready to sign up.
- Motion (Louis McDermott), second (Debbie Luttrell-Williams) to support this grant opportunity.

#### **IV. Faculty Hire-Number of Positions for 2011-12:**

- In-depth dialogue took place on the fiscal implications of meeting faculty hiring obligations and commitments for 2011-12. Dr. Laguerre provided his feedback and revisions to the faculty hiring list and EVP Reyes handed out revised priority list. Dr. Laguerre's reprioritizing attempts to mirror the state's priorities of basic skills, transfer, and CTE.
- Roy Stutzman reported the District made the commitment last spring (after the retirement incentive program was passed) to replace six at a cost of \$382,000.
- It was reported the District meets its Faculty Obligation Number (FON) for Fall 2010, by percentage, and in fact we're over by two – we meet the obligation and are in compliance.
- The list is for informational purposes – FABPAC's role is to recommend/support the fiscal cost – how much can the District afford. In doing so, there are many variables to consider. The college has to look at the Big Picture and larger context such as: the college has to be mindful of 75/25 ratio and the 50% Law, the likelihood that growth dollars do not materialize, and other forecasted expenditure increases (like health benefit premiums).
- If growth materializes, the college can think of it as "allocating" to faculty hirings. If the allocation falls through, the college can halt/cancel the hiring process, early enough before hirings are completed.
- Motion (Richard Crapuchettes), second (Louis McDermott) to recommend proceeding with the recommendation to hire six full-time faculty for Fall 2011, subject to review at mid-year (2010-11) pending any unforeseen revenue reductions. Motion passed unanimously.

#### **V. Accreditation Self-Study Update:**

- Les Hubbard advised there is no update to report at this time.

#### **VI. 2011-12 Budget Planning:**

- Roy Stutzman provided the latest People & Things List, plus a draft 2011-12 budget planning worksheet to list the known expenditure items that will increase / decrease.
- The District 2010-11 projected deficit of \$459,000 could be lowered by: \$240,000 elections cost savings and \$176,000 negative COLA, we put the dollars back into the budget, assuming no mid-year cuts, and we're close to balancing the budget for 2010-11. This begins a "clean slate" for 2011-12 – which currently is showing a \$2.2 million increase in expenses. If we get growth, it could be lowered to \$1.2 million.

- The 2011-12 column remains largely unfilled. The senior leadership team led by Dr. Laguerre will meet to discuss budget items and issues, and hopefully be able to fill in some blanks.
- Legal expenses are down and \$200,000 was budgeted for 2010-11. The District still should consider in-house.

**VII. Items for Next or Future Agenda:**

- Update the 2011-12 Budget Planning Worksheet on Expenditures
- People & Things List

**VIII. Adjournment:**

- Meeting was adjourned at 3:47 pm.

Minutes taken by Judy Anderson