



Financial and Budget Planning Advisory Council (FABPAC)
October 5, 2011
Board Room
Adopted Meeting Minutes

FABPAC Members

Present

Peter Bostic	Executive Director, Institutional Advancement
Laurie Cheatham	CSEA
Richard Crapuchettes	Local 39
Chris Guptill	Classified Manager
Mary Ann Haley	Academic Senate
Jeff Lehfeldt	Local 39
Deborah Mann	Classified Manager
Louis McDermott	Academic Senate
Lexi Parmer	ASSC
Cynthia Simon	CSEA
Charlene Snow	SCFA President
Thomas Watkins	Academic Senate

Absent

Sabrina Drake	CSEA
Susan Foft	Director, Fiscal Services
Les Hubbard	SCFA
Phil McCaffrey, Jr.	ASSC President
Jocelyn Mouton	Ethnic Minority Coalition
Arturo Reyes	EVP, Academic & Student Affairs

Invited Guests Present

David Froehlich	Director, Facilities
Lynette Gray	Interim Grants and Resource Development Manager

Resources Present

Jowel C. Laguerre, Ph.D.	Superintendent-President
Yulian I. Ligioso	Vice President, Finance and Administration

VP Ligioso welcomed Kheck Sengmany to FABPAC. Ms. Sengmany will replace Kevin Anderson as an Ethnic Minority Coalition representative, and Kevin will serve as an alternate.

I. Approve October 5, 2011 Agenda:

The agenda was amended to postpone the Four-Year Overview item because the information was not available at the time of the meeting.

Motion (Cynthia Simon), second (Richard Crapuchettes) to approve the agenda as amended. The motion passed unanimously

II. Approve September 7, 2011 Meeting Minutes:

Motion (Thom Watkins), second (Betsy Julian) to approve the minutes. The motion passed unanimously.

III. Projects List and Bond Update:

Dave Froehlich presented and reviewed the 2012 Bond Project List which is a preliminary draft/wish list. The possible/planned additions line items for the main campus and the two centers, which total ~\$261M, as well as the group's individuals visions and dreams for the campuses were discussed. The inclusion of more sidewalks because of increased traffic and safety concerns, the addition of dorms for international students, and the integration of sustainability were discussed as well.

Mr. Froehlich's projects list is posted here:
<http://www.solano.edu/administration/fabpac.html>.

Dave was asked to present his project list at upcoming Shared Governance and SPC meetings, so the draft list can be further vetted and reviewed with all areas and so the best and mutually agreed upon priority/wish list can be created. And Dave was invited back to FABPAC to discuss sustainability.

VP Ligioso provided an update on the prospective 2012 bond and spoke to the suggested polling timeline discussed at the Bond Team's Monday, October 3, kick-off meeting. During the week of October 10, the campaign consultant and pollster will begin to draft the initial survey verbiage. From October 17-31, the Bond team will refine the survey draft, and on November 4, the final draft will be presented to Dr. Laguerre for approval. Initial polling, which will address projects on the tentative five-year project list, will then begin on November 9 and end on November 22 (after the November election and before Thanksgiving).

IV. Tentative 2010-11 Close

VP Ligioso reported that we are coming in as projected with a positive. His team is still in the midst of closing 2010-11, and the hope is to file with the Chancellor's Office during the week of the October 10 deadline.

V. 1st Quarter Financial Update

For July 1 through September, we are on track. Q1 results are coming in as planned, and based on the 1st quarter, we are \$600,000 below expenditures of first quarter last year. If this trend continues, we will reach our target. VP Ligioso extended thanks for campus-wide fiscal diligence and a conservative approach to spending. Lou McDermott thanked VP Ligioso and Roy Stutzman for bringing the institution back to fiscal responsibility.

VI. Review Budget Development Calendar

Two formats—a chronological listing and one with monthly activities grouped—for the 2012-13 Budget Development Calendar were reviewed. The group preferred the latter format and requested that it be posted. The chosen planning tool (Ctrl + Click mouse to follow the link) resides here:

http://www.solano.edu/administration/1213/2012-13_Budget%20Development%20Calendar.pdf

VII. Announcements

Banner budget training materials are being finalized, and training will take place November-February.

VIII. Adjournment

Motion (Thom Watkins), second (Betsy Julian) to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 3:10 p.m.