



**Financial and Budget Planning Advisory Council (FaBPAC)  
Wednesday, February 6, 2013  
2:00 p.m., Board Room, 626**

**Minutes**

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**Present:** Ed Goldberg, Gabriel Johnson, Annette Dambrosio, Kevin Anderson, Barbara Fountain, Maire Morinec, Sabrina Drake, Gene Thomas, Patrick Killingsworth, Yulian Ligioso, Curt Johnston, Rennee Moore, Marge Trolinder, George Olgin, Janet Leary

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Vice President Ligioso welcomed Gabriel Johnson, new ASSC Business Services Senator, to FaBPAC, and members introduced themselves to Gabriel.

At 2:10 p.m., a quorum was not present, and

- the items needing approval, I and II, were put on hold.
- there was a request to amend the agenda to add *Payment Plans*.

Vice President Ligioso requested that Barbara Fountain begin by updating FaBPAC on the Committee on Committees' findings and recommendations.

**III. Combining FaBPAC & Shared Governance Council—Update**

Barbara Fountain provided background on why and how the Committee on Committees was formed and spoke to the committee's tasks to review the efficiency, efficacy, and redundancy of all campus meetings.

Barb presented a slideshow, *Committee Operating Standards Plan\_Draft*, which included ways to improve meetings, the Committee's objectives & recommendations, best uses of resources, an organizational chart of committees, and proposed administrative procedures. One of The Committee on Committee's recommendations is to merge FaBPAC and Shared Governance Council (SGC), and Barb reported that the SGC agreed at its last meeting to move forward with the merge.

Discussions took place about how the committees' org chart should look, what committees were not reflected / represented (i.e., Measure Q & Biotech committees), as well as the procedures for agenda items & recommendations to the S-P, written and approved charters being filed with HR for each committee, and how much District time is currently dedicated to meetings.

Barbara requested that FaBPAC members send her committee information they know that was missing from her presentation. Her presentation is located here:

[http://www.solano.edu/fabpac/1213/Committee%20on%20Committees\\_02.06.13.pdf](http://www.solano.edu/fabpac/1213/Committee%20on%20Committees_02.06.13.pdf)

Quorum was officially present 2:43 p.m., and the items needing approval were addressed.

**I. February 6, 2013 , Agenda: Approval**

Motion (Gene Thomas), second (Maire Morinec) to approve the agenda as amended with the addition of *Higher One Payment Plans*. The motion unanimously carried.

**II. January 16, 2013, Minutes: Approval**

Motion (Gene Thomas), second (Maire Morinec) to approve minutes. The motion unanimously carried.

**III. Combining FaBPAC & Shared Governance—Update\_Continued**

After a discussion on membership / constituent groups & numbers of representatives from each group, motion (Gene Thomas), second (Maire Morinec) to combine FaBPAC and SGC on a trial basis. The motion unanimously carried.

Gene asked Yulian to confer with Dr. Laguerre about making the Wednesday, February 20, 2013, Shared Governance Council meeting the first combined meeting.

**IV. Updates**

**Photocopiers, Marge Trolinder**

- New walk-up copiers are working well.
- Electrical issues have been resolved.
- Other new copiers will be delivered soon and installed and ready for use after the upcoming four-day weekend.
- There will be ongoing training on the new machines, and no codes will be required initially (until everyone is comfortable using the equipment).

**Campus Police, Ed Goldberg**

- provided an update on hiring of new officers: 3 part-timers are on board, and the posting for full-time officers closes soon.
- demonstrated new Alcopro Intoximeter device for detecting a person's level of intoxication.
- spoke about requests to have a main campus centralized alert siren, continuous safety workshops, drills, an active shooter/critical and volatile incident notification process and a mechanism for addressing and helping at-risk students, and faculty being required to take trainings. The suggestions were made to have safety trainings be part of a flex-cal agenda, made mandatory for all faculty, and to offer verbal-judo classes to deescalate potentially serious situations.
- will provide a safety package and post a safety presentation online.
- reported on the end of his term as Chief and the transition of Scott Paulin into the role effective March 1. Chief Paulin's term will be temporary, his term can be for up to nine months, and he will recruit for a new full-time chief.

Marge Trolinder and Ed Goldberg's updates reside here: <http://www.solano.edu/fabpac/>

## V. SCC Educational Foundation Work Program Summary and Marketing Information, Curt Johnston

Curt Johnston gave background information on the College's 501C3 non-profit Educational Foundation which was established in 1985 and reported that the Foundation is his main focus. He is currently developing organizational resources, fundraising, managing grants & scholarships, researching brand identity (key messaging points), establishing key marketing messages, learning about how SCC compares to its competition, and recruiting to grow his board membership. His goal is to get membership to 25 members, representing the entire district.

He reported on his efforts to recruit students at the *Celebrate SCC* event, Saturday, April 27.

Mr. Johnston also highlighted high school data: high school graduation rates, numbers of free-lunch students, testing results, and which schools send graduates (and how many) to SCC.

There was a conversation about collaborating with Rodriguez High School counselors in an effort to work more closely with the school / to recruit more of its graduating students.

Vice President Ligioso thanked Curt for his thorough presentation and stated FaBPAC could always invite him back to provide additional information when needed.

Curt's *SCC Educational Foundation Work Program Summary* and *SCC Student High School Profile Summary* presentations are located here: <http://www.solano.edu/fabpac/>.

## VI. Budget / Financial

Director Patrick Killingsworth presented the *CCFS-311Q\_Q2 2012-2013* and the *Non-Resident Tuition* reports, and both documents are located here: <http://www.solano.edu/fabpac/>.

- 311 Q2 Report

Patrick reviewed the entire report and spoke in detail to this section:

*Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?*

*With the passage of Proposition 30, the district will not need to make additional cuts. However, the district will face the challenge of ramping up to meet base FTES targets. During the quarter, the district incurred \$12.3 million of debt funded through the Federal ARRA program at subsidized rates to implement renewable solar energy. The net impact on the general fund is projected to be positive over time through reductions in utility costs.*

- Nonresident Tuition

Director Killingsworth and Vice President Ligioso explained how they calculate the nonresident tuition fee. Patrick recommended establishing \$199/unit for the Nonresident Tuition Fee for 2013-2014. Motion (Gene Thomas), second (Maire Morinec) to move forward with the \$199/unit fee for 2013-2014. The motion unanimously carried.

**VII. Higher One Payment Plans**

Barbara Fountain explained the problem of SCC students registering and not paying fees, and she stated that Higher One has payment plans that she and all on campus who attended a presentation on the product recommend implementing. Barb noted that the payment plan software is Banner compatible, and she requested FaBPAC approval of a one-time \$30k implementation fee.

Motion (Gene Thomas), second (Maire Morinec) to authorize a one-time \$30k fee to implement payment plans and to reevaluate them in one year. The motion unanimously carried.

**VIII. Items for Next Meeting**

Not Discussed.

**IX. Adjournment**

The meeting adjourned at 4:10 p.m.

DRAFT