



Financial and Budget Planning Advisory Council (FaBPAC)
Wednesday, September 19, 2012
2:00 p.m., Board Room, 626

Minutes

Present: Rob Barthelman, Kevin Anderson, Yulian Ligioso, Arturo Reyes, Rich Crapuchettes, Les Hubbard, Sabrina Drake, Galen Tom, Patrick Killingsworth, Susanna Gunther, Curt Johnston, Charlenee Ott, Jeff Lehfeldt, Deborah Mann, Maire Morinec, Gene Thomas, Kheck Sengmany, Janet Leary

A quorum was present at 2:05 p.m., and Vice President Yulian Ligioso opened the meeting.

I. September 19, 2012, Agenda: Approval

To allow more time for the *Facilities Master Plan Update*, Vice President Ligioso requested that the agenda be amended to move Item III, *FMP Update*, to Item V (after the fiscal updates). Motion (Jeff Lehfeldt), second (Sabrina Drake) to approve the agenda as amended. The motion unanimously carried.

II. July 18, 2012 and August 15, 2012, Minutes: Approval

Motion (Galen Tom), second (Pat Killingsworth) to approve both sets of minutes. The motion unanimously carried.

III. 2012-13 Adoption Budget

Yulian distributed and reviewed copies of the *2012-13 Adoption Budget* which was to be presented to the Governing Board on September 19. He said that during budget development his team followed the overarching themes of the College's mission, vision, and strategic goals as well as the guiding principles and priorities for budget development (page 3).

Highlights:

- Since the tentative budget, our situation has worsened a bit. But as a college we were prepared, as we followed the recommendation of the Community College League of California and built in the estimated \$2.8 million revenue loss and about a 7.3% workload reduction should the Governor's tax measure not pass.
- A new fund, the CCLC Retiree Health Benefit JPA Fund 84, is included on page 23. This fund was previously part of the unrestricted general fund, and after an audit adjustment it was reclassified to a restricted special fund because the monies now reside in an irrevocable trust fund. Fund 84 is a special fund for future retiree benefits.

III. 2012-13 Adoption Budget (continued)

Highlights: (continued):

- Unrestricted General Fund:
 - Revenues: the net decrease in total revenue is \$2.5M.
 - Expenditures: Net decrease in total expenditures is \$3.5M. As an institution, we can be proud of achieving this decrease. Yulian acknowledged Gene Thomas and the SCFA for shepherding in the new health plan change to CalPERS. This change translated to ~\$1.5M in savings. He extended kudos too to the budget managers, faculty, and staff for being diligent with their spending and reducing expenditures.
 - There was a brief review of Authorized Staffing (page 26), and Susanna Gunther noticed that her workload was not accurately reflected. Yulian noted the change and said her time would be adjusted accordingly.

Hard Copies of the *2012-13 Adoption Budget* are available in the office of Finance & Administration, and the soft copy it is located here: http://www.solano.edu/fabpac/1213/BD_09.19.12_Adoption%20Budget%202012-13_Final.pdf

IV. CCFS 311Q Report, Q4 2011-12

Patrick Killingsworth presented the final 311 Q report for Q4 and said there was no additional information since the August 15 meeting when the preliminary Q4 report was reviewed. There was no discussion. The report resides here:

<http://www.solano.edu/fabpac/1213/12Qtr4CCFS311QBdRpt.pdf>

V. FMP Update

Yulian welcomed back Rob Barthelman, AIA, Principal, ARCHITECTURE/vbn.

Rob began by providing a status update and said his presentation for this meeting was a reflection of the comments and feedback received campus-wide and stated his firm was continuing to cull through this input on the continuing path of developing options for the final facilities master plan. He added that Dr. Laguerre had validated his presentation.

The presentation entitled, “*Update: Final Option Development*,” included facilities options for the Vallejo, Vacaville, and Fairfield campuses, and Rob spoke to all facilities’ possibilities considered thus far. As well, he answered questions and concerns relating to all scenarios.

Discussions ensued regarding the pond at the Fairfield campus. Rob emphasized that the pond is an excellent water resource, and he addressed the mosquito concern and said there will not be one as the pond water constantly moves and is not standing. The best locations for the corporate training center, the multi-science/biotech center, and the fire academy at Vacaville; cosmetology ventilation at the Fairfield campus; and the need for a separate isolated pad for a maintenance building at Vallejo were also discussed.

Rob also reviewed a *25-30 Year Facility Master Plan Preliminary Cost Study (based on July/August Option Development)* for the all three campuses.

He concluded by stating that the next step is to further respond to comments from this and upcoming meetings and to reprioritize the project list. He noted this priority list will determine how monies coming to the District will be spent. Rob requested and said he would welcome any new ideas and said they could be sent to him through VP Ligioso's office.

Both Rob's slide deck and preliminary cost study are located here:

http://www.solano.edu/fabpac/1213/2012_0919_FabPac-sml.pdf

http://www.solano.edu/fabpac/1213/FMP%20PrelimCost%20Model%202012_0919.pdf

VI. Open Positions

Yulian spoke to the one new and six replacement positions currently open his area, Finance & Administration. The positions had been vetted with the respective managers and through Shared Governance and SPC. The new position is for one programmer/information analyst, and the six replacements are: two police officers, three custodians, and one courier.

Dr. Gene Thomas, Solano College Faculty Association (SCFA) President, stated that campus safety has become an issue of great concern with the abrupt departure of Chief Dawson. He added there is faculty concern for the librarians' safety, as they are on campus until 8 p.m. in Fairfield and 7 p.m. at the Centers. Dr. Thomas said with just two replacement officers, the College will still be woefully understaffed with police officers, and the recently installed security cameras will not prevent crime. He further stated that very serious crimes have happened if not on campus then nearby, that the safety situation on campus is not getting better, the need for a full complement of full-time police officer remains, and he asked for follow-up on these questions: For a college our size in terms of FTES, what is the average number of full-time police officers that are employed? For a college our size in terms of head count, what is the average number of full-time police officers that are employed? Yulian stated that Ed Goldberg, Interim Police Chief, is researching these answers, and Yulian stated he agreed and is working to rectify the situation.

VII. Membership

Yulian introduced Curt Johnston and welcomed him to FaBPAC. Yulian said with Peter Bostic's departure and the absence of a Director of Institutional Advancement, he was substituting Curt, the Executive Director of the Solano College Educational Foundation, to fill this FaBPAC role.

NOTE: Maire Morinec recognized Deborah Mann and asked her to share her good news. Deborah told the group Solano College will receive \$1.2M of a \$15M grant that she co-authored with her counterparts from the Contra Costa and Peralta Districts, Chabot, Ohlone UC Berkeley, and Cal State East Bay. The term of the grant is three years. Funds will be used to train students and workers in biotech, mechatronics, including welding and drafting, and water / waste water. Maire added that career pathways will have to be developed.

The group congratulated Deborah.

VIII. Adjournment

The meeting adjourned at 3:25 p.m.