



**Fiscal Advisory Committee
November 4, 2015
Minutes**

Present

Members: John Bilmont, Erin Farmer, Neil Glines, Curt Johnston,
Terri Pearson-Bloom, Joshua Scott, Francesca Sisto, Lavonne
Slaton, Michael Wyly

Advisory: Gregory Brown, Yulian Ligioso, Leslie Minor

Guests: Peter Cammish, Laura Convento, Maire Morinec, Rischa Slade,

Absent:

Members: Jeff Lehfeldt, Student Representative

Call to Order

The meeting was called to order at 2:09 p.m. by the Chair, Vice President Yulian Ligioso.

Approval of Agenda

It was moved by Joshua Scott and seconded by Erin Farmer to approve the agenda.

The motion passed unanimously.

Approval of Minutes

It was moved by Joshua Scott and seconded by John Bilmont to approve the minutes from September 16th, October 21st and October 7th as amended to include John Bilmont's comments.

The motion passed unanimously.

Public Comments

None

Open items

A. Name of committee alternates

Not discussed.

B. Exhibit C

John Bilmont reported on the questions from the October 7th meeting. (Please refer to handout given)

VP Yulian Ligioso made a point of clarification, as a District, the state has set aside \$7.6 million in Education Protection Account (EPA) funding, all has been allocated to offerings in the classroom. He noted 1/5 of the \$7.6 million will sunset in another year (Prop 30 Sales Tax set to expire Dec. 2016), and many schools like Solano hasn't been able to make up the difference.

In regards to section IX, VP Ligioso noted that it is the roughly dollar amount of the penalty if the FON number is not met.

Joshua Scott asked about the monies from section V.B. if it goes to the General Fund if faculty are not hired.

VP Ligioso commented the state calculated that number and it increased the FON by 4. He noted we are at a Faculty Obligation Number (FON) of 150, to 154. Joshua Scott asked if the advance is the predicted number. He noted the reporting periods, P2- 14/15 and the Advance in 15/16 used to calculate FON based on the FTES we generate and report. The law allows the lower of the two numbers to be the FON.

VP Ligioso clarified the advance is the state's prediction, and P2 is what the District reports. Our calculated FON for 15/16 is 134 and we are 16 over that amount. Meaning that even though we are allocated the \$452k, we do not have to use the money toward hiring new faculty. He commented that the money will be allocated to offerings/class sections.

Vice President Leslie Minor added that the District does not want to divert money away from classroom.

Michael Wyly commented on information he received from the State Academic Senate President made in respect to the funds. Michael Wyly commented the intent

was truly to hire new faculty, if not applied to new faculty it should be applied to faculty specific cost, like equity, additional office hours for adjunct faculty. Michael Wyly volunteered to seek further clarification and follow up.

VP Ligioso commented that it's not a budget savings to not hire faculty, but our current numbers exceed the FON.

The committee discussed faculty hiring, hiring of librarians, the retirees at the end of the year, possibility of using equity funds, and the priority process.

VP Ligioso recapped as a committee to

- Recommend revisiting the Faculty Hiring Prioritization to establish priority list
- Take into consideration the 16 retirees to be part of the process
- Check with VP Brown, if there is any flexibility with the increase in equity funds, to be able to fund librarian positions (non-teaching)
- In 2016/17 Consider filling some of the positions from the prioritization list

On a different note, Michael Wyly shared a Resolution passed by the Academic Senate with respect to DSP (Disability Services Program) and LD (Learning Disabilities) Support.

C. Strategic Proposals

Peter Cammish, Dean of Research, Planning, and Institutional Effectiveness reported on the strategic proposals update. He commented the Executive Management Team met to make the final decisions. Two proposals are still pending, First Year Experience and Umoja. Vice President, Leslie Minor commented with the learning communities there is a lot of overlap and scheduling issues. She noted that with FYE, there are some things not working with the program itself. Dean Cammish noted that Umoja received some monies from student equity. He discussed the programs that were funded (The approved proposals were Adjunct Athletic Counselor, Drop-In Writing Lab, Embedded tutors and Library Textbook Reserves).

D. Disenfranchised students, collections and student support

Michael Wyly reported that he currently sits on a state committee for transfer articulation and student services. The committee was charged by the State Chancellor's Office and State Academic Senate to take a look at disenfranchised students in California in an effort to bridge the success gap for marginalized students. He commented that he will ask our college to participate in a survey and will share the survey once it's been released. Two points were raised.

1. What tools do individual colleges have to identify disenfranchised students?
2. Identify what services will help those students?
 - a. What services does the college offer?

b. What services offered outside the college that will help our students?

For example, hungry students directing them to food banks, homeless students to regional support. He commented that disenfranchised students are successful when connected with these services and resources. He noted some colleges have food banks on campus, in Solano County, foster youth programs have stores where they can take what they need if they are enrolled in the program.

He reported at the last Shared Governance meeting, the topic was raised that we will be putting students (current and former) into collections for non-payment. He added that counselors shared with him that students are not able to register for classes because they owe money. He commented that students will be better served if we knew the reasons why they are unable to pay (students not paying bills vs. students that can't pay).

He proposed as a fiscal advisory body to consider advocating the use of 3SP/Equity funds for connecting disenfranchised students to these services.

VP Ligioso commented that he would like take it a step further and would like to see some policies and procedures that can help us as an institution help the disenfranchised students. What are we as employees doing to ensure persistence and success of these students?

Michael Wyly shared that some colleges either have a point person, or central location to provide resources.

Curt Johnston commented on the Educational Foundation and communicating the needs to the community. He added that last year, he started the Solano Promise campaign to help with the bridge programs on campus. He noted we can do significantly better with raising money if we get the message out there. He commented he is working on the alumni database, he has a list of a hundred thousand names, but he is missing contact information to be able to connect with them.

Terri Pearson-Bloom mentioned that when Diane White was VP of 3SP, she was looking into United Way and another student services program in Napa. She was looking to add something similar to the Academic Success Center, but then she left.

Rischa Slade reported that hunger is a real issue with our students. She maintains a food pantry in the Student Life Office, since she started here. She serves an average of 4-8 students a week. She commented that students want to have a food bank on campus, however the issue is raised about who will run it and where it would be. She noted that the Extended Opportunity Programs and Services (EOPS) office also has food for students. She added that Transportation is also an issue, and if we could get the transportation fee passed and backed by the Associated Students of Solano College (ASSC), it will help solve one of the issues.

VP Ligioso commended the group for pursuing this. He noted the ongoing issue is poverty. It impacts and affects the student's ability to succeed, here or anywhere. What can we do as a system? He commented that Karen McCord mentioned that students were asked to leave if they don't have the books on the first day. He noted that is not an isolated case. He added that Fiscal has worked with Financial Aid to accelerate disbursement, but sometimes it's not in time to buy books.

Lavonne Slaton asked how much we are losing in regards to students not paying. Or what we could gain if we get the funding? Terri Pearson-Bloom commented that it would be hard to capture.

Michael Wyly remarked that we need to look at procedures and how we address students in the problem scenarios.

Maire Morinec reported Golden West dropped students for non-payment. She added that it was small dollars in the scheme of things. She commented that the school puts barriers for our students to succeed.

VP Ligioso noted that we are so close to our reserves, and every year he needs to set up allowance against receivables (non-payments). Enrollment fees are a part of our apportionment. The state calculates based on our enrollments, how much we should receive, if we receive less, the state does not make that up. He noted that we as an institution absorb the loss, but you can only do it for so long. He feels that we have conditioned our students to think that it's okay to not pay. We need to educate faculty and staff on this issue. What is the best way to address these issues?

Francesca Sisto commented that there are some changes to Board of Governors (BOG) fee waiver. Students who are not passing or dropping classes and go on Academic probation, they have one more semester before they are disqualified and lose their fee waiver. She commented that it's important to reach out to students while they are in probation and get them out, so they don't lose the waiver.

Terri Pearson-Bloom asked how we can take this to action.

VP Ligioso proposed to take back this matter/issue on disenfranchised students to constituent groups and come back with recommendations, so we can make a recommendation to cabinet. He added we are not at a point to make an official recommendation yet, but it's important because it does have fiscal implications.

VP Brown wanted to share that they are changing the appeal process to drop a class. It will no longer be three drops and you are out, after the second drop you will receive counseling/intervention. Students will not be put in a position of failure and having to leave. He added they are working on purchasing text books for the

library with 3SP monies, so students will have access to books before their aid comes in. He commented there are things needed to be done operationally with probation and disqualification and they are working on how we are going to retain those students. He commented on the LD piece that was presented at Shared Governance.

VP Ligioso asked if Jocelyn Mouton can report on the 3SP report at the next meeting.

Free printing for students

Pat Killingsworth was not here to present.

Committee's Purpose

Vice President Ligioso discussed and distributed the Financial and Budget Planning Advisory Council (FABPAC) responsibilities, aside from the membership composition, everything else remains the same. He reported there were previous comments about the meetings being more of an education process, or not being able to vote on anything. He noted at this point in time, it is an education process, we have many new members with a need to improve their understanding of college finance. The committee will be making recommendations on items that will have significant financial impact on the institution.

VP Ligioso spent time explaining what FTES means, stability and how it works.

We are using the stability mechanism to optimize the college's revenue stream. He noted we have three years to get back base, regardless of the growth factor.

Michael Wyly asked at what point will the state decide that this is not allowed anymore?

VP Ligioso mentioned that's the scary part. The Department of Finance might decide it's like repeatability, almost like a loophole. He noted that year after year we are being protected on the revenue side, using stability and summer borrowings, by reporting 4 terms then two terms. He noted that we need to:

- Get back to reporting 3 terms, summer, fall, spring
- Goal is to get back to our base and stabilize what we have
- Restore what we once had

Michael Wyly commented on room usage, maximizing the afternoons, and the enrollment management plan. He asked what this committee could or shouldn't be doing to help with the enrollment management plan.

VP Ligioso attributes enrollments declining, on fill rates going down. At the height of enrollment, fill rates were at about 90%, current we are running in the mid-70s. He asked the group:

- What can we do as an institution to encourage students to take more classes?
- Is our schedule preventing students from taking more classes?
- Do we have transportation issues?
- Is there overlap between classes?

He noted enrollment declines and lower fill rates may be impacted by our improving economy in Northern California and students are going back to jobs.

Maire Morinec remarked that we need to change the message going to students, that 12 units a semester will not get you out in 2 years. We need to encourage students to take the full 15 units.

VP Brown commented that counselors can create year-long schedules to “load and lock” students. With culture change and changes in planning, we should be able to create schedules 2-3 years out.

Terri Pearson-Bloom added that Basic Skills students, not at college level, shouldn’t necessarily take 15 units.

Maire Morinec suggested to build a road map, or give road maps to navigate the system. There is a need to build more structure in the system to allow students to be more successful.

Next Meeting

Pei-Lin Van’t Hul and Peter Cammish to provide more information to the group.

Adjournment

It was moved by Michael Wyly and seconded by John Bilmont to adjourn the meeting.

The meeting adjourned at 4:02 p.m.

Respectfully submitted by Laura Convento