



**Fiscal Advisory Committee
December 2, 2015
Minutes**

Present

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

Advisory: Gregory Brown, Pat Killingsworth, Yulian Ligioso, Leslie Minor

Guests: Laura Convento

Absent:

Members: Jeff Lehfeltd

Call to Order

The meeting was called to order at 2:06 p.m. by the Chair, Vice President Yulian Ligioso.

Approval of Agenda

It was moved by Terri Pearson-Bloom and seconded by Curt Johnston to approve the agenda.

The motion passed unanimously.

Approval of Minutes

It was moved by Terri Pearson-Bloom and seconded by John Bilmont to approve the minutes from November 4th.

The motion passed unanimously.

Public Comments

None

Joshua Scott joined the meeting at 2:10 p.m.

Michael Wyly joined the meeting at 2:11 p.m.

Open items

A. Name of committee alternates

VP Ligioso asked the committee to provide names of alternate members to ensure the information is passed down to constituent groups.

B. Disenfranchised students and student support

Michael Wyly commented that this was a carryover from the last meeting.

- How we might utilize 3SP or student equity funds to address issues of disenfranchised students?
 - Address/maintaining enrollments
 - Help with student completion

VP Ligioso recalled that this topic would be brought back to constituent groups and further input would be discussed with the committee.

VP Ligioso suggested that we ask representatives from Equity, 3SP and or Basic Skills to come and present to the Fiscal Advisory Committee

- What projects they are working on
 - Check for overlap
 - Possibly streamline processes

Lavonne Slaton joined the meeting at 2:17 p.m.

The group agreed to table this topic.

C. Free printing for students

Pat Killingsworth presented a few figures on printing.

- Last year the Library printed 158k copies, Academic Success Center printed about 50k copies
 - Basic costs were about \$3,000 dollars (1.5 cents a sheet)
 - Cost for one machine would be about \$700 a month
 - Total cost is about \$11,500

Pat Killingsworth questioned what would happen to volume if the printing was free? How would we monitor copyright issues?

Terri Pearson-Bloom added that she asked for background on free printing. She mentioned there is no printing policy on campus, which needs to be explored. She noted that what Pat presented was a glimpse, and did not include the computer labs or the other campuses. She identified a few problems:

- Places on campus with no printing
- Students sent all over campus to print documents

Terri Pearson-Bloom reported the Academic Success Center is not sustainable for free printing.

VP Ligioso asked Terri Pearson-Bloom to do more research on this topic (with the help of students/ASSC), and to reach out to Jane Sinkewiz from Graphics.

Vice President Gregory Brown added he would like to see this codified as well. He remarked that there is money and equipment involved and this needs to be addressed institutionally.

3SP Report

Jocelyn Mouton was not present to report (inadvertently missed on meeting invitation). Tabled to next agenda.

Academic Success Center (ASC) Funding/ Financial Support

Terri Pearson-Bloom reported on the services and the plans for expansion in the library.

She noted that ASC would be able to collect FTES through tutoring 500, a non-credit, non-graded, open entry/open exit course. (Program will be reactivated) However, in order to get apportionment, certificated faculty need to present and student tutors.

Terri Pearson-Bloom presented a \$50,000 dollar budget.

Curt Johnston asked for clarification on the budget, if it's being combined with the tutoring center. He also asked if services were expanding. He noted AT&T can provide corporate funding if the program demonstrates that students are achieving/successful.

VP Ligioso suggested to list release time for Faculty. In addition, he suggested for Terri/ASC to make a presentation to the students to inform them of the hours and services provided.

It was moved by John Bilmont and seconded by Lavonne Slaton to fund ASC \$50,000 from the general fund for Spring 2016, modified to include the release time.

The motion passed unanimously.

Bad Debt Collection (Amended)

Pat Killingsworth discussed the outstanding receivables going back 3 years. Today, the receivables allowance is \$1.3 million, which amounts to 41% of reserves. Reserves go up an average of \$257,000 a year. Receivables go up an average of \$562,000 dollars a year.

Currently, the District e-mails students. Another option is the Chancellor's Office Tax Offset Program (COTOP), which entails referring out the student to the Chancellor's office and monies are recovered by offsetting their state refunds.

The District would like to use a formal collection process, through an agency. He proposed to use the services from ConServe, a specialist in dealing with educational accounts. ConServe's fees are 20% of the amount collected.

Michael Wyly noted his reservations with using a for profit company.

VP Ligioso remarked that they will collect from students that have not attended in the last three years. He noted that \$1.3 million we are reserving for these bad debts, is equivalent to offering or not offering 200 classes.

Erin Farmer asked if this applies to accounts that were three years past due and if there was a list of other community colleges using the same service.

Joshua Scott asked to postpone voting, until more information is given, specifically:

- What Napa and DVC are doing? Debt collection? Or COTOP?
- The student demographics involved?
- Average student debt?

Pat Killingsworth answered Merced uses ConServe's services. He's looking into accounts that were 3-3.5 years out.

VP Ligioso commented they are looking at a specific population (accounts 3 years old) and will use as a pilot to see how well ConServe performs.

It was moved by John Bilmont and seconded by Lavonne Slaton to move forward and do the test program with the formal collection agency as proposed.

In favor – John Bilmont, Krysta Daily, Neil Glines, Curt Johnston, Terri Pearson-Bloom, Francesca Sisto, Lavonne Slaton,

Opposed – Erin Farmer, Joshua Scott, Michael Wyly

The motion passes.

FTES Target

VP Ligioso presented three proposed options for SCC regarding FTES.

Fiscal Advisory Committee 2-Dec-15			
Option A	- 4 Terms		
	FY 2015/16		FY 2016/17
	FTES	# SECTIONS	
Summer	807	305	
Fall	3,429	1,013	3,500 *
Spring	3,500 *	1,034	3,500 *
Summer	838 *	317	
	<u>8,574</u>	<u>2,669</u>	7,000 *
Option B	- 3Terms		
	FY 2015/16		FY 2016/17
Summer	807	305	838 *
Fall	3,429	1,013	3,500 *
Spring	3,500 *	1,034	3,500 *
Summer	-	-	
	<u>7,736</u>	<u>2,352</u>	7,838 *
Option C	- 3Terms		
	FTES 8,574-7,736		
* Estimated	Rev Loss A to B -\$3.8 M	Exp Svg A to B \$1.9M	
Increase WSCH/FTEF		5% \$800k	
		10% \$1.6 M	

Option A: Stability (Report 4 terms/borrow from summer 2016)

- Maintain revenue stream and buy us time.
- Begin discussion on “People and things”

Option B: Count only 3 terms (summer, fall, spring)

- Financial consequences ~would lose about 800 FTES which amounts to about \$3.8 million dollars
- Make cuts to match revenue lost

Option C: Count 4 terms (only borrowing summer, but not the full amount)

It was moved by Lavonne Slaton and Curt Johnston to go with Option A, to help preserve the funding stream for 16/17 and continue to work on strategic enrollment matters, including expenditure reductions and maintaining support to the students.

The motion passed unanimously.

Next Meeting

Next meeting is scheduled for Wednesday, December 16, 2015.

Adjournment

It was moved by Terri Pearson-Bloom and seconded by John Bilmont to adjourn the meeting.

The meeting adjourned at 4:01 p.m.
Respectfully submitted by Laura Convento