

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Council of Administrative Services (DCAS)

Thursday, January 21, 2016

NOTES

Attendees:

Sylvia Barajas, Vice President, Business Services, Moorpark College
Mike Bush, Vice President, Business Services, Oxnard College (via Lync)
Alan Hayashi, AFT Representative
Linda Kama'ila, Academic Senate President, Oxnard College
Alexander Kolesnik, Academic Senate President, Ventura College
Dave Keebler, Vice Chancellor, Business & Administrative Services
Darlene Melby, College Business Manager, Moorpark College
Mary Rees, Academic Senate President, Moorpark College
Cathy Bojorquez, Budget Director
Emily Day, Director, Fiscal Services
Jennifer Clark, Fiscal Services Supervisor, Oxnard College (via Lync)

Guest(s):

Dave Fuhrmann, John Cooney

Absent:

Lori Bennett, Executive Vice President, Moorpark College
Tim Harrison, Vice President, Business Services, Ventura College
Gianne Braza, Associated Students Ventura College
Joannamarie Kraus, Associated Students Ventura College

The meeting was called to order at 9:04 a.m. with some members utilizing the District's Lync/Skype phone conferencing capability.

APPROVAL OF NOTES

The notes from the November 19, 2015 were approved by consensus.

DATA COLLECTION – STUDENT EQUITY ALLOCATION DISCUSSION

Associate Vice Chancellor Dave Fuhrmann and John Cooney attended as guests of DCAS to discuss Data Collection as it relates to the Student Equity Allocation model. There was a discussion about what student data is available and provided by student. Some data is not “required”, but provided on an optional basis. The weights on each category were discussed.

The current Student Equity Allocation model mirrors how the state allocates funds to District. Issues related to equity should be discussed at DCAP, not in DCAS.

For example, “educational attainment (for parents)” is captured in K-12 Districts through CBEDS data. This will be discussed at the working group and reported back to DCAS in February.

TREATMENT OF SUMMER FTES AND PROPOSED REVISION OF AP 6200 BUDGET PREPARATION (CONCEPT)

Vice Chancellor Keebler reviewed AP6200 and the “borrowing” summer bullet point. He proposed the idea of planning for FTES for future years.

Ms. Rees explained there is a philosophical difference. The four-week summer terms fit nicely into the current fiscal year. The longer, traditional six-week terms begin the year (math/English). Ms. Rees further stated she understands this is a way to solve the current year’s problem for FTES. But, we will forever be counting those sessions in the subsequent years if we change now. The rule for counting summer FTES in the fiscal year in which the term ends is a self-imposed rule. Ms. Rees stated it was made because the District started getting in trouble. The District was robbing Peter to pay Paul. Mr. Hayashi provided a historical perspective on why this language was included in the AP. There was a suggestion of using the census date as opposed to term end date.

Ms. Rees explained the need to have a broader conversation involving all parties. There was also a discussion about allowing colleges to change term codes. Ms. Rees suggested involving Vice Presidents of Instruction in the conversation.

Vice Chancellor Keebler asked, “Where do we go from here?”

Ms. Kama’ila stated the District needs to have a plan. Such plan should include real estimates for enrollment management.

Ms. Rees also mentioned this may be problematic with a proposed, upcoming compressed calendar.

Vice Chancellor Keebler indicated it should be part of the Strategic Planning process. Vice Chancellor Keebler asked DCAS members to discuss this concept and begin a dialog at the campuses. Ms. Rees will ask that this item be added to the January 29 DCAP agenda.

OVERVIEW OF GOVERNOR’S PROPOSED BUDGET

Vice Chancellor Keebler reviewed the budget presentation that was provided to the Board on January 19. Ms. Day discussed the FTES growth targets for VCCCD and the state. Ms. Day pointed out the FTES threshold for small/medium college designations. Those numbers are based on systemwide growth targets, not specific to VCCCD.

Mr. Hayashi inquired about the \$6.1 million in the base (from FY16) to deal with PERS/STRS liability. Mr. Keebler indicated the money was allocated to the colleges realizing they were one-time base operating increase to be used for the future liability. Therefore, not all of the base increase should go to on-going costs.

INFRASTRUCTURE FUNDING MODEL REVIEW (CONTINUING)

Ms. Day discussed the Infrastructure Funding Model (IFM) and the regulations for Lottery funds (unrestricted instructional). Lottery funds are to supplement not supplant. Ms. Day reminded the DCAS members that Lottery funds were removed from the General Allocation Model and put into the IFM. Ms. Day distributed compliance standards that state Lottery funds must be in a separate subfund. Therefore, it is recommended that Lottery funds be removed from IFM and allocated to the three campuses based on FTES and put in a designated fund.

Ms. Day explained that funds can roll from year to year; however, best practice is to use it the year you receive it. If it rolls, there should be a plan for spending.

Approved by consensus.

BUDGET ALLOCATION MODEL –REVIEW (CONTINUING)

Ms. Day reviewed the changes to the Budget Allocation Model and indicated that DCAS has previously seen them. Mr. Hayashi suggested adding the year to clarify what year we are in of transition.

Ms. Day explained that the Allocation Model narrative has not been revised for a few years, but the document has been revised and is up-to-date with recent, approved changes.

Approved by consensus.

DISTRICT ADMINISTRATIVE CENTER RELOCATION

Vice Chancellor Keebler provided an update on the purchase of the building located at 730 Paseo Camarillo, Camarillo.

BP 5030 FEES – AB 288 UPDATE (STANDING ITEM)

No new information is known about AB288. This item will be kept as a standing item until we hear from Vice Chancellor Post on information from state.

FUND BALANCE CALCULATIONS – IEPI AND AP 6200

This item will be brought back to DCAS when the goals are released from the state.

OTHER BUSINESS

None

Meeting was adjourned at 11:37 a.m.

Next meeting is February 18, 2016 – 9:00 a.m.