

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Council of Administrative Services (DCAS)

Thursday, November 19, 2015

## NOTES

### Attendees:

Sylvia Barajas, Vice President, Business Services, Moorpark College  
Lori Bennett, Executive Vice President, Moorpark College  
Mike Bush, Vice President, Business Services, Oxnard College (via Lync)  
Tim Harrison, Vice President, Business Services, Ventura College (via Lync)  
Alan Hayashi, AFT Representative  
Linda Kama'ila, Academic Senate President, Oxnard College (via Lync)  
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

### Absent:

Emily Day, Director, Fiscal Services  
Dan Casey, Classified representative, Ventura College  
Larry Maher, Interim Budget Officer  
Jennifer Clark, Fiscal Services Supervisor, Oxnard 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 October 15, 2015 were approved by consensus.

### **BP 5030 FEES (Fee Waiver High School Students) – AB288 Update**

Vice Chancellor Keebler discussed AB288. It was determined that more time is needed to determine what steps need to be taken.

It was suggested that the District investigate how other community colleges are handling this implementation. The recommendation was the discussion should begin at the colleges and Chancellor's Cabinet.

There was opposition at DTRW-ss for the fee waivers. The reason was primarily due to medical malpractice coverage for high school students. Vice Chancellor Keebler will discuss this issue, if any, of liability with health center coordinators. DTRW-ss members also raised concern for students who take 100% online classes. Why should the health fee be imposed on them when they don't set foot on campus?

This will be a standing agenda item until it is resolved.

## **FUND BALANCE CALCULATIONS – IEPI AND AP6200**

Vice Chancellor Keebler explained that the Institutional Effectiveness Partnership Initiative (IEPI) definition for ending fund balance/reserves differs from the District's board policy/administrative procedure on reserves. The board policy defines ending fund balance as unrestricted and undesignated general fund with a goal of 7-15% as a percentage of total expenditures.

The IEPI target goal will be discussed at the January DCAS meeting. The timing of the goal setting was discussed and mentioned that goals will come out in January and must be stated by March. AP 6305 also discusses reserves. It was suggested that DCAS review both AP6200 and AP 6305.

Vice Chancellor Keebler will provide an analysis on historical year-end fund balances.

## **STUDENT EQUITY ALLOCATION**

Vice Chancellor Keebler distributed the Student Equity Allocation for 2015-16. Vice Chancellor Keebler explained the District's allocation mirrors the state's allocation for student equity funds. This model is the same as last year.

The FY15-16 student equity allocation was approved by consensus.

There was a discussion that this model should be part of DCAS's annual review of the other models (Infrastructure Funding Model, Budget Allocation Model). It was suggested that Dave Fuhrmann and John Cooney be invited to the next DCAS meeting to discuss data gathering.

## **FON SCHEDULE**

Vice Chancellor Keebler explained the previous FON growth number was based on the FTES growth target number of 2.16%. However, the state has calculated the District's FON growth number to be 1.17%. This is different than the FTES growth number. Therefore, the amount of new FON hires is reduced from 10 to 4.

## **OTHER BUSINESS**

The December DCAS meeting has been cancelled.

Meeting was adjourned at 10:25 a.m.

Next meeting is January 21, 2016 – 9:00 a.m.