

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## District Council on Administrative Services (DCAS)

District Administrative Center, Thomas Lakin Boardroom

Wednesday, December 18, 2019

### NOTES

#### DCAS Attendees:

Silvia Barajas, Vice President, Business Services, Moorpark College  
Cathy Bojorquez, Vice President, Business Services, Ventura College  
Nenagh Brown, Academic Senate President, Moorpark College  
Dan Clark, Incoming Academic Senate President, Ventura College  
Jennifer Clark, Budget Director  
Oscar Cobian, Vice President, Student Development, Oxnard College (via Skype)  
Emily Day, Director, Fiscal Services  
Jeanine Day, Classified Senate Representative, Ventura College  
Gilbert Downs, Classified Senate Representative, Moorpark College  
Diane Eberhardy, Outgoing Academic Senate President, Oxnard College  
Amy Edwards, Incoming Academic Senate President, Oxnard College  
David El Fattal, Vice Chancellor, Business and Administrative Services  
Nubia Lopez-Villegas, Human Resources Representative (via Skype)  
Amparo Medina, Classified Senate Representative, Oxnard College  
Lydia Morales, Outgoing Academic Senate President, Ventura College  
Chris Renbarger, Interim Vice President, Business Services, Oxnard College  
Maria Urenda, SEIU Representative

#### Absent:

Jenine Daly, Human Resources Representative  
Mark Frohnauer, AFT Representative

*Recorder: Laura Galvan*

Meeting called to order 1:07 p.m.

DCAS members introduced themselves and welcomed new members, Dr. Dan Clark and Dr. Amy Edwards.

#### **APPROVAL OF MEETING NOTES – NOVEMBER 21, 2019**

The meeting notes from November 21, 2019, were approved by consensus.

As a follow-up to the notes, Mr. Downs asked for clarification on Police Services funding. Vice Chancellor El Fattal explained that DCAS members approved an additional \$400,000 in Districtwide Police Services to be used for the hiring of an additional three police officers, one at each campus. He indicated he would bring additional information to the January DCAS meeting.

#### **ACCREDITATION/ACCJC REPORTS**

Vice Chancellor El Fattal explained that the mid-term report and Annual Reports require financial information. According to Ms. Brown and Dr. Eberhardy, budget data is needed for the mid-term report. Ms. Brown will follow-up with her ALO and report back to DCAS.

### **EXTENDING OPTIONS FOR MOBILE PAYMENTS**

Ms. Brown explained that some instructional programs/departments at Moorpark College, such as EATM and Performing Arts, are frustrated at the lack of mobile payments on campus. Ms. Bojorquez explained that Seat Advisor takes online, mobile payments. Ms. (Emily) Day explained that the Student Business Offices can take credit card payments; she added that students can pay in person or online. Ms. Day explained that she will work with her team to discuss additional options such as PayPal, Apple Pay, etc. Vice Chancellor El Fattal stated that DOC will review options and bring a status update regarding this topic to a future DCAS meeting.

### **ALLOCATION MODEL/SCFF SCENARIOS**

Ms. (Emily) Day stated that eight Allocation Model scenarios have been provided for discussion purposes. She also explained the reference materials that have been provided (current allocation model, Exhibit B from the State Chancellor's Office for FY 2018-19 P2, and weights of the student success metrics within the Student Centered Funding Formula (SCFF). She explained that the FY19-20 Adoption Budget revenue is the baseline for the scenarios; this is the hold harmless amount for the SCFF. Ms. Day stated that the same revenue amount is used in each scenario, there are just different ways of allocating funds. The supplemental and student success data used in the scenarios is from FY2017-18.

Ms. Day reviewed the various scenarios that were developed based on suggestions and requests from the November 2019 DCAS meeting.

Scenario 1: This scenario uses the Base Allocation, Supplemental Allocation, and the simplified Student Success Allocation; duplicated counts are kept in. Each degree was counted, similar to the way the District received money in FY18-19. The highest degree earned will be effective in the FY19-20 fiscal year.

Scenario 2: The same as scenario 1, but removes the Basic Allocation.

Scenario 3: All 21 buckets of Student Success Allocation are used. Ms. Day explained there are two measures in the state calculations that the District isn't able to determine independently: transfers and regional living wage. The State Chancellor's Office uses information from the CSU, UC, National Clearinghouse, and Employment Development Department, rather than information submitted via the 320 report or MIS reporting.

Scenario 4: The same as scenario 3 but removes the Basic Allocation.

Scenario 5: Keeps the Class Schedule Delivery Allocation and Base Allocation from the FY 19-20 Adoption Budget and allocates the balance of \$46.8 million the same method as scenario 1.

Scenario 6: The same as scenario 5 with the removal of the Basic Allocation.

Scenario 7: Keeps Class Schedule Delivery Allocation and Base Allocation the same as the current allocation, but uses all 21 buckets of the SCFF's student success metrics.

Scenario 8: The same as scenario 7 with the removal of the Basic Allocation.

Ms. Bojorquez restated the reason for this work. Ms. (Emily) Day reminded the group that this is part of DCAS's annual review of the District Allocation Model and that the changes within the SCFF for Year 2 (FY19-20) by the state have not been modeled. Ms. Bojorquez explained that Ventura College is looking to make some changes that may be transitional. For example, the later scenarios where lines 1-9 from the current model are recognized and then account for the SCFF for the remaining funds. She suggested that we start looking at this now even though we may not implement for FY21.

Mr. Renbarger said that the later scenarios provide stability. He suggested an additional scenario by using the Class Schedule Delivery allocation by keeping lines 1-8 of the current allocation model, and then allocate the rest similar to scenario 1 (70/20/10). Ms. Day quickly created scenario 9 and distributed to members.

Vice Chancellor El Fattal asked the group how it wanted to move forward upon conclusion of the scenarios discussion. Ms. Brown stated that she had initially come with a decision to stay with the current model, in light of the state's proposed changes. After today, however, she is hearing others say DCAS should continue working towards something for FY22.

There was a discussion whether or not the colleges will be able to carry over additional revenue, especially with the additional allocation that was recently board approved. Since the recommendation is made through the Chancellor, there should be a specific use stated as the Board will want to know the intent of carryover amounts.

There was a suggestion to present the carryover exception prior to the Budget Assumptions. It was suggested that scenario 9 be done with all 21 buckets, thus making it scenario 10. Ms. Day quickly created scenario 10 and distributed to members.

Discussion of the FY20-21 budget allocation model as well as carryover of the FY19-20 budget will return to the next DCAS meeting.

#### **POLICE SERVICES**

Mr. Downs explained that at a recent meeting at Moorpark College, Chief Justice stated the additional allocation to Police Services was going to be used to balance the police services budget and he had no authority to hire three new officers. Vice Chancellor El Fattal reiterated the scenario wherein he discussed at DCAS that the additional funds be included in the FY2019-20 budget. Soon after this discussion, he learned that the \$400,000 would only cover the deficit in the Police Services budget. He explained that this topic was discussed at Chancellor's Cabinet this morning (December 18, 2019). Vice Chancellor El Fattal explained that the three "new" officers are on hold due to budget constraints; however, Chief Justice does have authority to replace current vacant positions.

#### **OTHER BUSINESS**

There was no other business.

#### **NEW BUSINESS**

There was no new business.

#### **ELECTION OF DCAS FACULTY CO-CHAIR**

This item will return to the next meeting.

Meeting adjourned at 2:51 p.m.