

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Council of Administrative Services (DCAS)

Thursday, June 5, 2014

NOTES

Attendees:

Mike Bush, Vice President, Business Services, Oxnard College
Dan Casey, Classified representative, Ventura College
Dominga Chavez, Classified representative, Moorpark College
Brian Fahnestock, Vice Chancellor Business Services
Alan Hayashi, AFT Representative
Iris Ingram, Vice President, Business Services, Moorpark College
Patrick Jefferson, Executive Vice President, Ventura College
Linda Kama'ila, Academic Senate President, Oxnard College
Deborah La Teer, District Budget Officer
Darlene Melby, College Business Manager, Moorpark College
Mary Rees, Academic Senate President, Moorpark College
Art Sandford (via Lync), Academic Senate President, Ventura College

Absent:

Dave Keebler, Vice President, Business Services, Ventura College
Lucia Marquez (ASVC student representative)

Guests:

Dr. Jamillah Moore (via Lync)
Felicia Torres, Interim Classified representative, Moorpark College
Richard Duran, President, Oxnard College

The meeting was called to order at 9:02 a.m. in the Thomas Lakin Board Room at the District Administrative Center, with some members utilizing the district's Lync phone conferencing capability.

Mr. Fahnestock recognized Dominga Chavez for her service to DCAS, which has been since the 1990s. Ms. Dominga is retiring and Felicia Torres will be replacing Dominga.

APPROVAL OF NOTES

The notes from the May 15, 2014 meeting were approved by consensus.

FY15 TENTATIVE BUDGET

Mr. Fahnestock stated that much of the information in the Tentative Budget has remained unchanged since the May Revise. The Tentative Budget is built on the Governor's May Revise.

As previously discussed at DCAS, there are no changes to the Infrastructure Funding Model (IFM) included in Tentative. Mr. Fahnestock mentioned that if STRS increase is included in the State Budget and it's not funded, the IFM may need to be changed. Mr. Fahnestock stated the possibility of changes to the IFM was discussed with the Board at the Finance Committee meeting.

Mr. Fahnestock also mentioned although the student success money and equity money isn't included in Budget. It will, most likely be included in the Adoption Budget if it's addressed in the Governor's signed budget. If not, it will be a budget adjustment if it occurs later.

Ms. La Teer mentioned there will also be a change to the projected unfunded FTES number. She explained there was a change in reporting through Banner that disallows claiming FTES for students who fail a course and don't attend. The unfunded FTES is now 250 instead of 400. The target numbers for FY15 will not be affected, but the beginning number is slightly reduced so there will be more growth needed.

Dr. Jefferson and Dr. Kama'lia said training will be ongoing on the campuses to help faculty understand regulations dealing with no-show students. There was a discussion about dropping students and timelines. It was agreed that this issue should be referred to DTRWi and DTRWss. Seems to be out of the realm of DCAS.

It is projected that Moorpark and Oxnard colleges will carryover 2%, but Ventura will carryover 1.25%. Also of note is the DAC percentage. It is reduced due to the salary cost shift for IT (from DAC to campuses).

The Reserve page of the FY15 Tentative Budget was explained. This is the projected reserve going into FY15. Ms. La Teer explained this is projecting that we will have a P2 deficit. This page will be solidified at time of Adoption Budget.

Ms. La Teer explained that parking permits prices will increase by \$1 in fall 2014. Therefore, parking revenue will increase by \$1 per permit. It was explained that parking fees are split between parking lot and police. Parking lot fund is for maintenance.

There was a discussion about the Student Health Centers. The centers hold healthy fund balances. They are deficit spending, but that's because of a large mandated cost claim reimbursement a few years ago. Health fee revenue is restricted and must be used by the health centers. We are owed about \$6 million from outstanding claims. However, approximately half is health centers. We now are part of the block grant (\$28/FTES), which eliminates the need to file annual claims.

The Child Care Center budgets were reviewed. For FY15, Moorpark is projecting a positive operating income. Ventura College has an endowment so it is projected they will also operate in the positive. Oxnard will be transferring in \$250,000 to their child care center from the General Fund. The Board will continue to be kept abreast of operational issues at Oxnard College. It is being closely monitored.

The Vending budgets are doing very well, financially. Net income is transferred to general fund for miscellaneous expenses.

There was a discussion about the District's self-insurance fund. There is no required level. However, any one large claim could wipe out balance. The amount is subjective and is closely monitored. Having this fund balance eliminates the general fund from being hit with a large amount of a claim/settlement.

There was a discussion of the detail of specific programs (114, 113, capital projects). The Barnes & Noble revenue will go into General Fund Designated and each campus has different plans for it.

Ms. Rees expressed concern regarding 95% of budgets go to salaries and benefits. Ms. Rees felt these numbers are too tight. She further questioned the plan for FY16, especially if the CalSTRS rate increases come to fruition. Vice Chancellor Fahnestock explained that enrollment management is going to be the key for efficiency. The plan is to tighten up enrollment management process early on. If a class isn't full, it has to be cancelled. Maybe late starts can be implemented. He further explained that there will be three pulls at the same time: budget, student success, and enrollment push (growth). Campus and District staff is closely monitoring productivity. Ms. Ingram explained we also need to look at FTES assumptions. Even though Moorpark College has a larger share of graduating HS seniors, there is a smaller number of students going to UC or CSU. Now that the universities have opened up sections, those students are leaving community colleges to enroll at UC or CSU. The cohort of students going to MC is being reduced.

There was a discussion regarding enrollment priorities, especially related to high school students. It was the consensus of the group that this discussion should be referred to DTRWi and DTRWss.

DCAS recommended that the FY15 Tentative Budget be forwarded to the Board for full approval.

Meeting adjourned 10:24

Next meeting: July 17, 2014 – 9:00 a.m.