



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Council of Administrative Services (DCAS)

May 8, 2019 – 1:00 p.m.
District Administrative Center, Thomas Lakin Board Room

AGENDA

- Approval of Meeting Notes – April 18, 2019
- FY19 Unbudgeted Revenue Allocation Adjustment
- FY20 Budget Narrative (DRAFT)
- FY20 Revenue Projections
- FY20 Districtwide Services
- FY20 Utilities
- FY20 Allocation model (the SCFF carryover amounts for the cost centers are less than they were in the last revision)
- FY20 Auxiliaries
 - Fund 113
 - Police Services
 - Child Development
 - Vending
 - CRM
 - Internal Services Fund
- DCAS Committee Self-Appraisal Survey Responses
- Other Business

Next meeting(s):
9:00 a.m., May 23, 2019

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
FY19 ADOPTION BUDGET ALLOCATION**

FY19 Adoption Revenue (Revised April 2019)	166,947,981
Less: District-wide	(7,139,169)
Less: Utilities	(4,559,200)
Less: District Office (6.98% revenue) ^[b]	<u>(11,652,969)</u>
Available for Distribution	<u>143,596,643</u>

		<u>Moorpark</u>		<u>Oxnard</u>		<u>Ventura</u>		<u>Total</u>	
Class Schedule Delivery Allocation									
1) Unadjusted FTES (FY18 actual, includes NonResident)		11,512		5,015		9,931		26,458	
2) WSCH		172,678		75,227		148,968			
3) Productivity Factor		525		525		525			
4) FTEF		329		143		284			
5) FTEF adjustment		10		7		11			
6) less: Full Time positions (FTEF)		<u>(136.5)</u>		<u>(73.2)</u>		<u>(119.3)</u>			
7) =Hourly FTEF @ ^[a]	\$ 53,153	202	<u>10,741,204</u>	77	<u>4,100,678</u>	176	<u>9,338,756</u>	<u>\$ 24,180,638</u>	<u>16.8%</u>
8) Total Class Schedule Delivery Allocation		\$ 32,224,254		\$ 15,712,279		\$ 27,136,664		\$ 75,073,197	52.3%
9) Base Allocation		\$ 7,179,832		\$ 7,179,832		\$ 7,179,832		\$ 21,539,496	15.0%
10) Unadjusted FTES (FY18 actual)		11,503		5,015		9,892		26,411	
		43.6%		19.0%		37.5%			
11) FTES Allocation		\$ 20,463,942		\$ 8,921,722		\$ 17,598,285		\$ 46,983,949	32.7%
12) Total Allocation FY19		\$ 59,868,028		\$ 31,813,834		\$ 51,914,781		\$ 143,596,643	100.0%
13) Campus FY18 Carryover		\$ 1,135,451		\$ 620,598		\$ 1,041,486		\$ 2,797,535	
14) FY19 Adoption Budget Allocation		\$ 61,003,479		\$ 32,434,432		\$ 52,956,267		\$ 146,394,178	

Assumptions

[a] FY19 average replacement cost.

[b] Similar to the colleges, the District Office (DAC) is allowed up to a 2% carryover. For FY18, the DAC carryover is estimated to be \$223,297 for a total adoption budget of \$11,876,265



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT TENTATIVE BUDGET NARRATIVE Fiscal Year 2019-20 (FY 20)

BUDGET PROCESS, TIMELINE AND PURPOSE

Each year the Governor and Legislature work to craft the State of California's spending plan. The process of crafting the annual budget is an ongoing, year-round enterprise with several key activities during the January-to-June period, including the Governor's Proposed Budget (by January 10) and the Governor's May Revision (by May 14). The District subsequently utilizes the May Revision, which includes updated tax collection revenues and expenditure projections, to develop its Tentative Budget for adoption by the Board of Trustees on or before the first day of July as required by Title 5, California Code of Regulations (CCR), Section 58305. The Tentative Budget provides authorization for the District to incur expenses and issue checks in the new fiscal year until the Adoption Budget is approved. The Adoption Budget must be approved by the Board of Trustees not later than September 15 and reflects the Governor's signed State Budget and the District's budget priorities.

STATE OF CALIFORNIA — BUDGET OVERVIEW

This Tentative Budget is based on the Governor's May Revision to his January State Budget proposal. The final state approved budget will be reflected in the District's Adoption Budget. The Governor's revision to the 2019-20 State Budget proposal... xxx

The Student Centered Funding Formula (SCFF) upholds a hold-harmless provision that ensures no district will receive less in Total Computational Revenue (TCR) in 2019-20, 2020-21 (and 2021-22?) than it received in 2017-18 plus 2018-19 and 2019-20 COLAs.

The Governor's May Revision also proposed the following for specific programs:

- xxx

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT — BUDGET OVERVIEW

The District's Tentative Budget is based upon the State's hold-harmless revenue amount established in 2017-18. Due to continued uncertainty surrounding the SCFF and to what degree districts that have a current year TCR greater than their hold-harmless funding amount will be funded xxxx

In terms of state reported FTES, the District's hold-harmless base for 2017-18 is 26,669.

GROWTH FACTOR

While the State Budget proposal gives a 0.55% growth factor to the system, under the current growth formula the District's funded growth rate is 0.5%. The state-funded cap (the maximum number of FTES for which the state will pay) is allocated by the State at a district level as opposed to an individual college level. Internally, this state-funded FTES is then allocated to each college.

EDUCATION PROTECTION ACT (PROP 30)

Proposition 30, the Schools and Local Public Safety Protection Act of 2012 (EPA), which was approved by the voters in November 2012, temporarily raised the sales and use tax by 1/4 cent and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) to provide continuing funding for local school

districts and community colleges. The quarter-cent sales tax increase expired in December 2016 and the income-tax hikes on the high-income earners were set to expire at the end of 2018. In November 2016, voters approved Proposition 55, California Extension of the Proposition 30 Income Tax Increase Initiative. This constitutional amendment extended the Proposition 30 personal income tax increases on incomes over \$250,000 for an additional 12 years, through 2030, in order to fund education and healthcare. It is estimated that the District will receive approximately \$23 million in EPA funds for FY 2019-20 that will be used for faculty salaries and benefits. These funds are part of the general fund apportionment and represent no new or additional monies.

EXPENDITURES

Salary and Benefit Costs

The Tentative Budget includes contractual step and longevity increases, with an annual on-going cost of approximately \$1,000,000 as well as projected costs related to salary and health benefits. The Tentative Budget assumes a rate increase for the District's Anthem Blue Cross and Kaiser Health plan premiums for faculty of 7.5% this year. It assumes the same rate increases for those plan premiums for the Administrator (managers), Supervisor, Confidential, and Classified group (ASCC.)

California State Teacher's Retirement System (STRS)

AB1469, enacted as a part of the 2014-15 budget, addressed the nearly \$74 billion unfunded liability for teachers' pensions. The plan shares the responsibility of the unfunded liability by the three partners that currently fund STRS—the state, education employers, and the employee members. Under the plan, all participate in increased contributions for the STRS solution. To address the "employer share" of \$42 billion, the community college districts employer rate was increased annually from 8.25% in 2013-14 to 19.1% by 2020-21 under current legislation. However, in the Governor's January proposal, \$3 billion will be allocated to CalSTRS in FY20 to directly lower employer contribution rates. As a result, the rate for 2019-20 is proposed at 17.13%, 1% lower than it was projected to be previously; this will result in an increase in these expenditures of \$460,000 over the prior year. This buy down is also projected to positively affect the employer contribution rate for FY20-21. The rate would be 18.1% rather than 19.1%. For our District, the full impact of the increase in 2020-21 would be approximately \$6.1 million

in additional annual costs above the costs from the baseline year of 2013-14. The plan allows CalSTRS to annually adjust the employer and state rates beginning July 1, 2021, and caps any such annual increase at 1% for employers and 0.5% for the state.

California Public Employees Retirement System (PERS)

The CalPERS Board of Administration determines employer contribution rates on an annual basis. According to the most recent CalPERS Schools Pool Actuarial Valuation report dated June 30, 2016, the total Unfunded Accrued Liability (UAL) is nearly \$22 billion. The rates are based on the annual valuation using a discount rate of 7.5%. The CalPERS Board of Administration approved lowering the CalPERS discount rate assumption, the long-term rate of return, from 7.5% to 7.0% for three years beginning in the June 30, 2017 annual valuation for school employers and will increase employer contribution costs commencing in FY 2018-19. Lowering the discount rate means both the normal cost and the accrued liabilities will increase in the future. These increases will result in higher required employer contributions. Consistent with the existing board amortization and smoothing policy, the impact of each change in discount rate will be phased in over a five-year period. As a result, the full impact of the reduction in the discount rate will not be felt until FY 2024-25. The employer contribution rate is projected to rise from 18.1% in 2018-19 to 26.5% in 2025-26. The rate for 2019-20 is 20.74%; this will result in an increase in these expenditures of \$750,000 over the prior year.

Retiree Health Liability

An actuarial study for post-retirement benefits was performed in June 2017, estimating the amount that should be accumulated under the requirements of GASB 74/75. Actuarial studies are performed every two years. The District's long-term liability as of that date was estimated at approximately \$194.7 million. In FY 2010-11 the District established an irrevocable trust fund to help address the liability.

As a means of accruing the amount required as the annual required contribution (ARC) under GASB 74/75, the District assesses as an employer expense rates that range from 8.5% to 18% on each payroll dollar depending on employee type and funding source. These fringe benefit rates are assessed to all eligible employees' salaries in all funds, including categorical, grants and contracts. Using this methodology, the expenditure for

post-retirement benefits is projected to be approximately \$18.9 million for all funds. Health benefit premium costs for retirees are paid directly from the Retiree Health Benefits fund and are estimated at \$16.8 million for FY20. The difference between the two actual amounts may be transferred to the irrevocable trust to help mitigate our long-term liability.

In preparation of the FY19 District budget, DCAS recommended not to make any further general fund contributions to the irrevocable trust. In FY18 a subcommittee of DCAS was formed for the purpose of evaluating and recommending a long-term plan for the use of the district's irrevocable trust to address OPEB liabilities.

According to the District's 2016 actuarial report, the projected retiree claims and expenses will continue to increase every year until FY32, at which time the annual expense is projected to reach \$18,026,362. The annual expense will then begin to decrease for 57 years, until FY89 when the liability is expected to be zero. Eventually, the retiree liability and irrevocable trust will reach equilibrium and the annual required contribution can be transferred to the trust. Rather than waiting until equilibrium is reached, the subcommittee recommends accessing the Trust funds in FY22 to pay for the increases in annual contributions resulting in a level budgetary impact through FY41, at which time the annual required contribution would decrease. Annual increases in OPEB expenses will not affect the general fund budget beginning in FY22.

INFRASTRUCTURE

In March 2012, the Board approved an infrastructure funding plan and allocation model to provide foundational resources to address the District's structural deficit partially in capital funding for areas such as scheduled maintenance, technology and equipment refresh, instructional equipment, library materials and databases, furniture and equipment, etc. Maintaining these items is central to the core mission of the District and each college. Further, addressing the total cost of ownership (TCO) is a requirement of accreditation as well as a prudent business practice. Funding levels are determined by the Infrastructure Funding Formula.

A separate sub-fund (General Fund–Unrestricted Designated–Infrastructure) has been established to account for this redistribution of resources and the associated

expenditures. As part of DCAS's annual review, the implementation strategies of the Infrastructure Funding Model will be reviewed in a parallel process similar to that of the Districtwide Resource Budget Allocation Model review.

The Tentative Budget includes transferring \$3.5 million in budgeted revenue from the General Fund-Unrestricted to the General Fund–Unrestricted Designated– Infrastructure. Expenditure of these funds will be budgeted in the year following the year in which the revenue is earned.

GENERAL FUND

The General Fund is the principal operating fund of the District. All revenues and expenditures not required by statutory law to be accounted for in a different fund are budgeted and accounted for in the General Fund. Four sub-funds exist within the General Fund, which are briefly described as follows:

- **General Fund–Unrestricted (111):** Represents revenues and expenditures that support most educational programs and services throughout the district, including instruction, student services, maintenance and operations, administration, and so forth.
- **General Fund–Unrestricted Designated-Infrastructure (113):** Represents revenues and transfers that have been specifically designated to be used for infrastructure needs including: Scheduled Maintenance and Capital Furniture (including classroom, faculty and administration); Library Materials and Databases; Instructional and Non-instructional Equipment; and Technology Refresh and Replacement (hardware and software). This sub-fund is reported to the State as a part of the General Fund–Unrestricted.
- **General Fund - Unrestricted–Designated (114):** Represents revenues and expenditures associated with contract education, entrepreneurial programs, book store, civic center, and other activities initiated by the colleges and intended to be self-supporting. This sub-fund is reported to the State as a part of the General Fund–Unrestricted.

- **General Fund–Restricted (12X):** Represents revenues and expenditures supporting educational services whose resources are restricted by law, regulation, grant terms and conditions, categorical funding agencies, or other externally-imposed restrictions. This sub-fund is reported to the State as a part of the Total General Fund.

GENERAL FUND – UNRESTRICTED (111)

The VCCCD budget development process emphasizes the building of the General Fund-Unrestricted (111) budget, since this is the budget that most heavily impacts ongoing college and district operations.

Budget Allocation Model

The Budget Allocation Model was adopted by the Board in May 2007, and modified in 2009, 2012, 2015, 2016, 2018, and 2019. The model is reviewed annually by the District Council on Administrative Services (DCAS) in accordance with the commitment to regularly review the model components to ensure a more sustainable model that incorporates variables that are meaningful, readily defined, easily measured, and consistently reported.

In the annual review of the Districtwide Resource Budget Allocation Model, if it is determined that specific budget items will be reassigned between Districtwide Services (DWS) and District Administrative Center (DAC) or the colleges and DAC, the percentage of revenue the DAC is allocated will change accordingly. Since the model was initially approved, several expenditure items have been reassigned to new locations (e.g., between DWS and DAC, colleges and DWS, colleges and DAC, etc.). This cost-shifting results in no impact (no increase or decrease) to discretionary budgets at the DAC or the colleges. There is no increase in the effective rate/percentage of revenue, as both budget and associated costs are shifted.

The Budget Allocation Model, following the review by DCAS, was utilized to allocate resources to the various operational units within the District. Each college and the DAC

have a separate process by which they allocate the resources received through the Model.

The District anticipates spending 2019-20 to examine ways it may modify its own Allocation Model so that it more closely reflects the funding levels and priorities of the Student Centered Funding Formula (SCFF.)

Budget Carryover

As part of the Budget Allocation Model, the colleges and DAC can carryover funds up to 2% of the prior year adopted budget. This reserve was fully distributed as a part of the budget development process and totals \$3,129,307 between the three colleges and the DAC. As part of the Budget Allocation Model annual review for FY20, DCAS has recommended a change that addresses the treatment of additional SCFF apportionment funds that may be received very late in FY19. In this regard, cost centers will be enabled to carryover funds into FY20, not to exceed the amount of the late allocation from the State; this carryover amount is separate from the 2% maximum. This reserve was also fully distributed as a part of the budget development process and totals \$2,854,817.

Reserves

The District's designated ending fund balance is comprised of the following categories: State Required 5% Minimum Reserve; Revenue Shortfall Contingency Reserve; Unallocated Reserves; Budget Carryover; State Teachers' Retirement System; and Energy Efficiency.

State Required 5% Minimum

In accordance the State Chancellor's Office Accounting Advisory FS 05-05: Monitoring and Assessment of Fiscal Condition, the State Chancellor's Office requires a minimum prudent unrestricted general fund balance of five percent. To ensure the District does not drop below this minimum requirement, the amount is segregated in a reserve designated for that purpose.

Revenue Shortfall Contingency

The Revenue Shortfall Contingency Reserve is designated to cover any mid-year reductions (including, but not limited to, statewide property tax shortfall, enrollment fee shortfall, and general statewide deficit), thus negating the need for mid-year reductions in site operating budgets. For FY 2019-20, the contingency will remain at \$5 million.

State Teachers' Retirement System (STRS)

This reserve is to address the rising annual costs of the STRS plan implemented by the State in 2014-15. At that time, the District set aside \$1 million to assist with the rising cost of STRS. The current estimate of additional costs in 2020-21 from the baseline year of 2014-15 is \$6.1 million.

Energy Efficiency

This reserve is to address current and future challenges with sustainability at all three colleges. For FY 2019-20, the reserve will remain at \$1.4 million (change if item is approved by Board.)

Unallocated Reserves

Unallocated Reserves is the remaining ending balance that is undesignated for other uses. This balance is maintained to allow for gradual adjustment to any substantial reductions in revenue and, along with other cash reserves, to handle the significant cash flow requirements. The Unallocated Reserves can also be used to mitigate budget reductions beyond that provided for in the Revenue Shortfall Contingency Reserve. This reserve may be allocated to cover any other unanticipated one-time expenditures.

Maintaining Unallocated Reserves is important for fiscal solvency and strength during the years with uncertainty of funding for community colleges and the cyclical nature of the California economy.

GENERAL FUND-UNRESTRICTED DESIGNATED-INFRASTRUCTURE (113)

This sub-fund was created to account for Infrastructure Funding Model (approved by the Board in March 2012) to help address total cost of ownership (TCO) and the growing structural deficits in specific infrastructure categories. As specified in the funding plan, resources are to be re-allocated from the General Fund-Unrestricted. Funds may be

accumulated from year to year to address the infrastructure needs. The Tentative Budget includes transferring \$3.5 million in budgeted revenue from the General Fund Unrestricted to the General Fund– Unrestricted Designated–Infrastructure. Expenditure of these funds will be budgeted in the year following the year in which the revenue is earned.

GENERAL FUND – RESTRICTED (12x)

This fund supports categorical programs, grants, contracts, and other programs where budget resources are restricted by law, regulation, contract, grant agreement, or other externally restricted terms and conditions.

Major programs accounted for in this fund include state categorical programs such as Student Equity & Achievement, SWP (Strong Workforce Program), EOPS (Extended Opportunity Programs and Services), DSPS (Disabled Students Programs and Services), CalWORKS (California Work Opportunities and Responsibility to Kids), Career Technical Education programs, as well as Perkins IV (VTEA Vocational and Technical Education Act) federal grants, Restricted Lottery (Proposition 20) funds, Nursing Education grants, and Title III and Title V (HSI, STEM) federal grants.

The FY 2019-20 Tentative Budget for student services programs have been developed within the existing individual categorical programs based at 95% of the prior year level. This methodology is consistent with this year's Budget Assumptions and is also comparable to the 95% funding guarantee that many student services categorical programs were accorded in past years, given that the final allocations for most student services programs are not finalized until after the Governor signs the state budget and the State Chancellor's Office allocates funds to the districts based on MIS data that is submitted during the first quarter of the fiscal year. Additionally, the carryforward funds for Guided Pathways of \$XX and Strong Workforce Program of \$XX have been budgeted.

PARKING SERVICES FUND (124)

This fund accounts for parking revenues (fees and fines) and expenditures associated with parking (including District police services), safety, and transportation. The Board has approved a maximum parking fee to be increased annually by the CPI approved by the State Chancellor's Office. The Implicit Price Deflator Index increased last year, and in

March 2019, Districts were informed of the new maximum fees. As a result, the District will begin charging a maximum fee for automobiles of \$58 for the fall 2019 and spring 2020 semester and \$29 for the summer semester. The College-wide Parking Lot Maintenance program supports repairs and renovations of parking areas district-wide. The Adoption Budget includes \$1,164,768 of General Fund-Unrestricted (Districtwide Services) support towards the cost of providing police services at all sites in addition to that supported by parking revenues.

HEALTH SERVICES FUND (13x)

This restricted fund accounts for the revenues and expenditures related to the operation of the colleges' Student Health Centers. Historically, the primary resources have been Student Health Fees and State Mandated Cost reimbursements. Effective with the fall 2019 term, the District will charge a flat fee of \$20 for the fall and spring semester, a \$1 increase over the prior year. The summer semester fee also will increase from \$17 to \$18.

Beginning in FY 2012-13, the approved State budget contained a new mandated block grant. This block grant distributed \$28 per funded FTES to cover all compliance costs incurred during the 2012-13 fiscal year, including those associated with Student Health Centers. The Student Health Centers receive their proportional share of the block grant. This mandated block grant will continue for FY 2019-20???

CHILD CARE CENTER FUND (33x)

This fund accounts for all revenues and expenditures related to the operation of Child Care Centers at Moorpark College and Ventura College. In addition to client enrollment fees, the Child Care Centers receive grant funding as a supplemental source of funding from the State of California. While maintaining competitive rates, the Child Care Centers have continued to be self-supporting. At the Oxnard site, the center has been converted to a lab school and is accounted for in Fund 111.

CRM (Culinary and Restaurant Management) (322)

At Oxnard College, the CRM (Culinary and Restaurant Management) program provides food service during the lunch period as an outlet of the CRM instructional lab. Oxnard

College made the transition between a full service cafeteria and a CRM outlet in January 2012.

PROPRIETARY (ENTERPRISE) FUNDS

The enterprise funds account for business operations that are financed and managed similarly to private enterprise and are to be self-supporting. These funds consist of a separate Bookstore Fund and Food Service Fund to account for the revenues, expenses, and profits and/or losses at each college.

Bookstore (51x)

After years of declining sales, in January 2014, the Board took action to contract for full-service bookstore services at all campuses through Barnes & Noble College Bookstores, Inc. This transition occurred April 1, 2014; the District will receive a percentage of net sales of which is accounted for in Fund 114.

Food Service (52x)

The District contracts with vending operators to provide hot and cold food. The District will continue to consider alternative food service options, while maintaining at least breakeven financial operations.

INTERNAL SERVICES FUND (6xx)

The **Self-Insurance Fund** provides funding for the level of risk retention held by the District. This fund is used to reimburse individuals or other entities for claims against the District up to our deductible levels (\$25,000/\$50,000) and for some settlement costs.

The **Retiree Settlement Health Payment Fund** is used to account for the costs arising from a settlement between the District and the class members defined in that settlement. The future liability exposure of this fund may be very significant depending how the District modifies health benefit plans over the next several decades.

The **Workload Balancing Fund** is used to account for non-contract assignment pay that has been deferred (“banked”) to a subsequent semester or academic year by full-time faculty members. As faculty use their load “banked” hours, a transfer is made to the

General Fund as a partial offset to the salary costs of the faculty member while on leave. The current liability in this account is approximately \$718,000 and is fully funded.

The **Retiree Health Benefits Fund** is used to account for the payment of health benefit premium costs for retirees. The net difference between the expenditure for post-retirement benefits and the current retiree health premiums may be periodically remitted to the District's irrevocable trust. For more information on retiree health benefits, please refer to the Retiree Health Liability section found earlier in this narrative.

STUDENT FINANCIAL AID FUND (74xx)

This fund accounts for the receipt and disbursement of government-funded student financial assistance programs. The major federally funded programs include Pell Grants, SEOG (Supplemental Educational Opportunity Grants), and Direct Loans. The major state-funded programs include EOPS (Educational Opportunity Programs and Services) grants, CARE (Cooperative Agencies Resources for Education) grants, Student Success Completion grants, and Cal Grants.

CAPITAL PROJECTS FUND (4xx)

This fund accounts for the financial resources used in the acquisition and/or construction of major capital outlay projects. Project elements may include site improvements including parking lots, walkways and monument signs, building renovations, new construction, scheduled maintenance projects, hazardous substance abatement projects, and fixed assets, and may be funded from a combination of state capital outlay funds, local funds, redevelopment agency funds, nonresident student capital outlay surcharges, and General Obligation (GO) bonds.

The FY 2019-20 Tentative Budget includes locally funded construction and capital outlay/improvement projects, scheduled maintenance projects, as well as funds for new technology/technology refresh and equipment replacement. Projects being funded from General Obligation (Measure S) bonds, as well as various infrastructure and special repair projects at all three colleges are also budgeted. **The FY 2019-20 Tentative Budget does not include state funding for instructional equipment, library materials, and**

scheduled maintenance projects as this program was not included in the Governor's proposed budget.

COMPLIANCE

The Adoption Budget reflects all compliance with external standards, including but not limited to, GASB, other post-employment benefits (OPEB), the Education Code, Title 5 regulations, Full Time Faculty Obligation Number (FON), the 50% law, EPA funding, etc.

RECOMMENDATION

The Tentative Budget, as presented, was reviewed by the District-wide Committee on Administrative Services (DCAS) at its May 23th meeting, and is recommended for approval by the Board.

DRAFT (05/02/2019 PM)

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
GENERAL FUND - UNRESTRICTED (Fund 111)
REVENUE PROJECTIONS - FY20**

ACCOUNT DESCRIPTION	RATE	2018-19 ADOPTION BUDGET	2018-19 PROJECTED ACTUALS	2019-20 TENTATIVE BUDGET	Change FY19 Adoption VS FY20 Tentative
HOLD-HARMLESS (FY18)				153,823,885	
BASIC ALLOCATION		153,794,761	110,634,269		
SCFF Supplemental Allocation			30,973,976		
SCFF Student Success Allocation			26,110,099		
COLA @ 2.71% FY19		4,167,833		4,168,627	
COLA @ 3.46% FY20				5,466,541	
TOTAL COMPUTATIONAL REVENUE (TCR)		157,962,401	167,718,344	163,459,053 ^[a]	5,496,652
CURRENT YEAR ADJUSTMENT (Deficit)		-	(8,112,654)	-	-
PRIOR YEAR ADJUSTMENT (Recalc)		-	-	-	-
FULL TIME FACULTY HIRING			1,184,531	1,184,531	
PT FACULTY EQUITY COMP		531,183	558,080	558,080	26,897
ENROLL FEE WAIVERS (2%)		-	-	-	-
LOTTERY PROCEEDS		3,824,377	3,824,377	3,824,377	-
LOTTERY PROCEEDS PRIOR YEAR		-	-	-	-
PT FACULTY OFFICE HOURS		-	-	-	-
PT FACULTY HEALTH INS		-	-	-	-
INTEREST INCOME		-	-	-	-
ENROLL FEES - LOC SH (2%)		-	-	-	-
NONRES TUITION - INTL		743,588	743,588	743,588	-
NONRES TUITION - DOM		1,031,715	1,031,715	1,031,715	-
OTHER LOCAL REVENUE		-	-	-	-
OTHER LOCAL REVENUE		-	-	-	-
TOTAL OTHER REVENUE		6,130,863	(770,363)	7,342,291	1,211,428
TOTAL GENERAL FUND UNRESTRICTED REV		164,093,264	166,947,981	170,801,344	6,708,080

FTES:

FY19 = 25,841.17 projected funded

FY20 = 26,667 projected funded

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
COMPARATIVE BUDGET SUMMARY
GENERAL FUND (111) - UNRESTRICTED

DISTRICTWIDE SERVICES

	2018-19 ADOPTION BUDGET	2018-19 PROJECTED EXPENDITURES	2019-20 TENTATIVE BUDGET	PERCENT OF TOTAL BUDGET
1000 FACULTY SALARIES	-	-	-	0.0%
2000 CLASSIFIED SALARIES	197,370	182,370	131,654	1.6%
2000 BOARD, COMMISSIONERS, OTHER	122,000	122,000	60,300	0.7%
3000 EMPLOYEE BENEFITS	262,907	261,497	185,836	2.3%
SALARY & BENEFIT SUBTOTAL	582,277	565,867	377,790	4.7%
4000 SUPPLIES & MATERIALS	30,614	35,718	23,100	0.3%
5000 OPERATING EXP	4,861,929	4,639,197	5,190,456 ^[1]	64.4%
6000 CAPITAL OUTLAY	63,700	177,046	266,765	3.3%
7000 TRANSFERS	1,515,649	1,515,649	1,900,981 ^[2]	23.6%
7999 CONTINGENCY	85,000	-	300,000	3.7%
DIRECT EXPENDITURE SUBTOTAL	6,556,892	6,367,610	7,681,302	95.3%
TOTAL BUDGETED EXPENDITURES	7,139,169	6,933,477	8,059,093	100.0%

[1] Operating Exp includes:

AdminiSystem SW License Fee/HW Main	\$ 1,723,650
Insurance Premiums	\$ 1,050,000
Legal	\$ 300,000
Bank, Credit Card Charges & COTOP	\$ 330,000
Management Consultants	\$ 180,000
Audits	\$ 165,000
Parking Online Admin	\$ 125,000
Districtwide Memberships	\$ 115,000
Health Insurance Broker	\$ 113,000
Exec Management Search Costs	\$ 119,200
Collective Bargaining Costs	\$ 149,500
Districtwide Marketing Campaign	\$ 150,000
Facilities Planning	\$ 95,000
Other Miscellaneous Expense	\$ 575,106
Total	\$ 5,190,456

[2] Transfers in/out includes:

Campus Police Services	\$ 1,164,768
New Info Tech & Equip	\$ 280,000
College Work Study Match	\$ 201,213
Scheduled Maintenance	\$ 150,000
Self-Insurance	\$ 75,000
Academic Senate	\$ 30,000
Total	\$ 1,900,981

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
COMPARATIVE BUDGET SUMMARY
GENERAL FUND (111) - UNRESTRICTED

UTILITIES

	2018-19 ADOPTION BUDGET	2018-19 PROJECTED EXPENDITURES	2019-20 TENTATIVE BUDGET
5000 OPERATING EXP	<u>4,559,200</u>	<u>4,559,200</u>	<u>4,559,200</u>
DIRECT EXPENDITURE SUBTOTAL	<u>4,559,200</u>	<u>4,559,200</u>	<u>4,559,200</u>
TOTAL BUDGETED EXPENDITURES	<u>4,559,200</u>	<u>4,559,200</u>	<u>4,559,200</u>

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
FY20 TENTATIVE BUDGET ALLOCATION**

FY20 Tentative Revenue	170,801,344
Less: District-wide	(8,059,094)
Less: Utilities	(4,559,200)
Less: District Office (7.1% revenue) ^[a]	<u>(12,126,895)</u>
Available for Distribution	<u>146,056,155</u>

			Moorpark		Oxnard		Ventura		Total	
Class Schedule Delivery Allocation										
1) Unadjusted FTES (FY19 actual, includes NonResident)			11,347		5,034		9,637		26,018	
2) WSCH			170,212		75,506		144,556			
3) Productivity Factor			525		525		525			
4) FTEF		324			144		275			
5) FTEF adjustment		10			7		11			
6) less: Full Time positions (FTEF)		<u>(155.7)</u>	24,635,423		<u>(74.4)</u>	12,130,913	<u>(126.8)</u>	19,140,989	\$ 55,907,324	38.3%
7) =Hourly FTEF @ ^[b]	\$ 53,523	178	<u>9,552,884</u>	76	<u>4,064,551</u>	160	<u>8,538,396</u>	<u>\$ 22,155,831</u>	15.2%	
8) Total Class Schedule Delivery Allocation			\$ 34,188,307		\$ 16,195,463		\$ 27,679,385	\$ 78,063,156		53.4%
9) Base Allocation			\$ 7,302,808		\$ 7,302,808		\$ 7,302,808	\$ 21,908,423		15.0%
10) <i>Adjusted FTES (FY19 actual)</i>			<i>11,339</i>		<i>5,034</i>		<i>9,600</i>		<i>25,973</i>	
			<i>43.7%</i>		<i>19.4%</i>		<i>37.0%</i>			
11) FTES Allocation			\$ 20,119,592		\$ 8,931,340		\$ 17,033,644	\$ 46,084,576		31.6%
12) Total Allocation FY20			<u>\$ 61,610,707</u>		<u>\$ 32,429,611</u>		<u>\$ 52,015,837</u>	<u>\$ 146,056,155</u>		100.0%
15a) Campus FY19 Carryover ^[c]			\$ 1,206,865		\$ 641,058		\$ 1,046,627	\$ 2,894,550		
15b) Campus Carryover SCFF FY19 Add'tl Rev ^[d]			\$ 1,248,453		\$ 575,930		\$ 831,168	\$ 2,655,551		
16) FY20 Tentative Allocation			\$ 64,066,025		\$ 33,646,599		\$ 53,893,633	\$ 151,606,257		

Assumptions

[a] In FY20, salary & benefits for WCU068, Database Admin, shifted from DWS to DAC; thus, DAC percentage increased to 7.1%

[b] FY20 average replacement cost.

[c] Similar to the colleges, the District Office (DAC) is allowed up to a 2% carryover. The DAC carryover from FY19 is estimated to be \$234,757.

[d] Due to the implementation of the SCFF, the first apportionment from the State was greater than the advance apportionment for FY19. This carryover addresses the timing of the allocation of additional one-time revenue. The amount for the DAC is \$199,266.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
GENERAL FUND- UNRESTRICTED (DESIGNATED) INFRASTRUCTURE

FUND 113 BY MAJOR OBJECT

		2018-19 ADOPTION BUDGET	2018-19 PROJECTED	2019-20 BUDGET
8000	REVENUES	<u>2,774,504</u>	<u>2,774,504</u>	<u>3,494,895</u> [a]
	TOTAL RESOURCES	2,774,504	2,774,504	3,494,895
1000	FACULTY SALARIES	-	-	-
2000	CLASSIFIED SALARIES	-	-	-
3000	EMPLOYEE BENEFITS	<u>-</u>	<u>-</u>	<u>-</u>
	SALARY & BENEFIT SUBTOTAL	-	-	-
4000	SUPPLIES & MATERIALS	2,229,193	84,846	2,454,700
5000	OTHER OPERATING EXP	12,136,690	64,891	795,500
6000	CAPITAL OUTLAY	6,286,733	1,366,924	1,568,075
7000	TRANSFERS IN/OUT	<u>712,534</u>	<u>4,804,110</u>	<u>1,100,000</u>
	TOTAL BUDGETED EXPENDITURES	<u>21,365,150</u>	<u>6,320,771</u>	<u>5,918,275</u>

[a] Revenue is not available for expenditures until the year after it is earned.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE BUDGET
GENERAL FUND- UNRESTRICTED DESIGNATED-INFRASTRUCTURE
FUND 113 BY PROGRAM

ORG. #	LOC	PROGRAM	BALANCE FORWARD	REVENUE	TRANSFER/ EXPENSE	ENDING BALANCE
15220	MC	Sch Maint & Capital Furniture	1,946,378	-	866,655	1,079,723
15221	MC	Library Materials & Databases	643,645	-	150,000	493,645
15222	MC	Inst & Non Inst Equip	1,347,519	-	500,100	847,419
15223	MC	Tech Hardware & Software	1,304,282	-	550,000	754,282
15224	MC	Other	3,432,103	-	600,000	2,832,103
25220	OC	Sch Maint & Capital Furniture	2,132,191	-	198,000	1,934,191
25221	OC	Library Materials & Databases	263,818	-	-	263,818
25222	OC	Inst & Non Inst Equip	747,381	-	76,000	671,381
25223	OC	Tech Hardware & Software	933,913	-	257,000	676,913
25224	OC	Other	1,558,480	-	1,500	1,556,980
35031	VC	Contingency	730,304	-	-	730,304
35220	VC	Sch Maint & Capital Furniture	1,620,375	-	990,000	630,375
35221	VC	Library Materials & Databases	107,546	-	107,546	-
35222	VC	Inst & Non Inst Equip	633,126	-	381,000	252,126
35223	VC	Tech Hardware & Software	449,474	-	449,474	-
35224	VC	Other	1,385,746	-	691,000	694,746
75224	DAC	Other	609,154	-	100,000	509,154
TOTAL GF- UNREST DESIGNATED INFRASTRUCTURE			19,845,435	-	5,918,275	13,927,160

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 ADOPTION BUDGET
PARKING SERVICES FUND
FUND 124

	CAMPUS POLICE		PARKING LOTS		TOTAL	
	Proj Actual 2018-19	Budget 2019-20	Proj Actual 2018-19	Budget 2019-20	Proj Actual 2018-19	Budget 2019-20
BEGINNING BALANCE	121,823	(0)	149,989	344,407	271,812	344,406
REVENUES						
Parking Fees - Permits	583,417	640,000	194,418	207,000	777,835	847,000
Parking Fees - Permits BOGW	435,065	470,000	-	-	435,065	470,000
Parking Fees - Daily/Coin	647,073	778,000	-	-	647,073	778,000
Parking and Traffic Fines	241,137	377,000	-	-	241,137	377,000
Other Local Revenues/Fees	10,178	500	-	-	10,178	500
Interfund Transfer In from General Fund	918,433	1,164,768	-	-	918,433	1,164,768
TOTAL REVENUES	2,835,304	3,430,268	194,418	207,000	3,029,721	3,637,268
TOTAL FUNDS AVAILABLE	2,957,127	3,430,268	344,407	551,407	3,301,533	3,981,674
EXPENDITURES						
Classified Salaries	1,686,964	1,895,366	-	-	1,686,964	1,895,366
Employee Benefits	910,375	1,164,619	-	-	910,375	1,164,619
Supplies and Materials	44,418	39,043	-	-	44,418	39,043
Operating Expenditures	313,414	331,240	-	-	313,414	331,240
Capital Outlay	1,957	-	-	-	1,957	-
Interfund Transfer Out - [a]	-	-	-	200,000	-	200,000
TOTAL EXPENDITURES	2,957,127	3,430,268	0	200,000	2,957,127	3,630,268
PROJECTED ENDING BALANCE	(0)	(0)	344,407	351,407	344,406	351,406

[a] - Transfer to Capital Projects Fund for parking lot maintenance/lighting/slurry capital outlay projects .

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
CHILD CARE CENTER FUND*
FUNDS 33X

	MOORPARK		VENTURA		TOTAL	
	Projected 2018-19	Budget 2019-20	Projected 2018-19	Budget 2019-20	Projected 2018-19	Budget 2019-20
BEGINNING FUND BALANCE	296,894	373,058	43,923	51,799	340,817	424,857
REVENUES						
Child Care Tax Bailout Apportionment	33,488	32,000	33,488	33,000	66,977	65,000
Child Care Fees	386,026	386,821	286,331	263,000	672,357	649,821
Child Care Fees-paid by grants/aid	-	-	-	-	-	-
Child Care Fees-paid by others	-	-	28,750	75,000	28,750	75,000
Other Revenue	-	-	-	-	-	-
TOTAL REVENUES	419,515	418,821	348,569	371,000	768,083	789,821
EXPENDITURES						
Classified Salaries	221,130	248,175	252,890	274,323	474,020	522,498
Employee Benefits	104,299	142,096	74,183	130,740	178,482	272,836
Supplies & Materials	7,081	13,500	9,684	10,000	16,765	23,500
Operating Expenses	10,841	15,050	3,936	5,810	14,777	20,860
Non Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES	343,350	418,821	340,693	420,873	684,043	839,694
OPERATING INCOME (LOSS)	76,164	-	7,876	(49,873)	84,040	(49,873)
NON OPERATING REVENUES (EXPENSES)						
Capital Outlay	-	-	-	-	-	-
Transfers In / (Out)	-	-	-	51,000	-	51,000
TOTAL NON OPERATING REV/ (EXP)	-	-	-	51,000	-	51,000
NET CHANGE IN BALANCE	76,164	-	7,876	1,127	84,040	1,127
ENDING FUND BALANCE	373,058	373,058	51,799	52,926	424,857	425,984

* At Oxnard College, the child care center has been converted to a lab school and is accounted for in the Unrestricted General Fund.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
FOOD SERVICES (VENDING) OPERATIONS
FUND 52X

	MOORPARK		OXNARD		VENTURA		TOTAL	
	Projected 2018-19	Budget 2019-20	Projected 2018-19	Budget 2019-20	Projected 2018-19	Budget 2019-20	Projected 2018-19	Budget 2019-20
BEGINNING FUND BALANCE	375,868	386,805	513,553	531,940	181,087	193,406	1,070,508	1,112,151
REVENUE								
Vending Commission	35,781	40,000	18,387	23,000	26,697	25,000	80,864	88,000
Other local income (Coke bonus pymt)	-	-	-	-	-	-	-	-
TOTAL REVENUE	35,781	40,000	18,387	23,000	26,697	25,000	80,864	88,000
OPERATING EXPENDITURES								
Classified Salaries	-	-	-	-	-	-	-	-
Employee Benefits	-	-	-	-	-	-	-	-
Student Salaries and Benefits	3,344	8,136	-	-	12,180	7,119	15,524	15,255
Supplies & Materials	1,500	3,000	-	-	2,198	13,864	3,698	16,864
Operating Expenses	-	2,000	-	-	-	-	-	2,000
TOTAL OPERATING EXPENDITURES	4,844	13,136	-	-	14,378	20,983	19,222	34,119
OPERATING INCOME (LOSS) – FOODSERVICE	30,937	26,864	18,387	23,000	12,319	4,017	61,643	53,881
NON OPERATING EXPENSES								
Capital Outlay	-	-	-	-	-	-	-	-
Transfers In / (Out)	(20,000)	-	-	-	-	-	(20,000)	-
TOTAL NON OPERATING EXPENSES	20,000	-	-	-	-	-	20,000	-
NET CHANGE IN BALANCE	10,937	26,864	18,387	23,000	12,319	4,017	41,643	53,881
ENDING FUND BALANCE	386,805	413,669	531,940	554,940	193,406	197,423	1,112,151	1,166,032

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-2020 TENTATIVE BUDGET
SPECIAL REVENUE FUND
CULINARY ARTS & RESTAURANT MANAGEMENT (CRM)
INSTRUCTIONAL LAB OUTLET

	OXNARD	
	Projected 2018-19	Budget 2019-20
BEGINNING BALANCE	181,812	154,452
REVENUES		
Food Sales	101,374	125,000
Catering Sales	13,547	15,000
Interfund Transfer In	-	-
TOTAL REVENUES	114,921	140,000
TOTAL FUNDS AVAILABLE	296,733	294,452
EXPENDITURES		
Classified Salaries	-	-
Employee Benefits	-	-
Students	2,487	7,119
Supplies and Materials	-	1,800
Operating Expenditures	14,793	16,420
Capital Outlay	-	-
Interfund Transfer Out (Purchases)	125,000	114,661
TOTAL EXPENDITURES	142,280	140,000
PROJECTED ENDING BALANCE	154,452	154,452 *

* Any surplus will be transferred to the General Fund CRM instructional program in the following year.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-20 TENTATIVE BUDGET
INTERNAL SERVICES FUND

FUND 611 - SELF-INSURANCE

	<u>Projected 2018-19</u>	<u>Budget 2019-20</u>
BEGINNING BALANCE	1,205,385	1,144,480
REVENUES		
TRANSFERS FROM OTHER FUNDS	75,000	75,000
FUND RECOVERY	-	-
TOTAL FUNDS AVAILABLE	1,280,385	1,219,480
EXPENDITURES		
SELF-INSURANCE COSTS	130,242	75,000
SETTLEMENTS	5,664	65,000
ENDING BALANCE	1,144,480	1,079,480

FUND 612 - RETIREE HEALTH PAYMENT POOL

	<u>Projected 2018-19</u>	<u>Budget 2019-20</u>
BEGINNING BALANCE	3,279,237	3,715,163
REVENUES	454,426	-
EXPENDITURES	18,500	18,500
ENDING BALANCE	3,715,163	3,733,663

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
2019-20 TENTATIVE BUDGET
INTERNAL SERVICES FUND

FUND 691 - WORKLOAD BALANCING

	Projected 2018-19	Budget 2019-20
BEGINNING LIABILITY	736,914	718,384
INSTRUCTIONAL EXPENSE/BANKING	88,587	89,000
USAGE	(107,117)	(107,000)
ENDING LIABILITY	718,384	700,384

(Total Liability is fully funded)

FUND 693 - RETIREE HEALTH BENEFITS

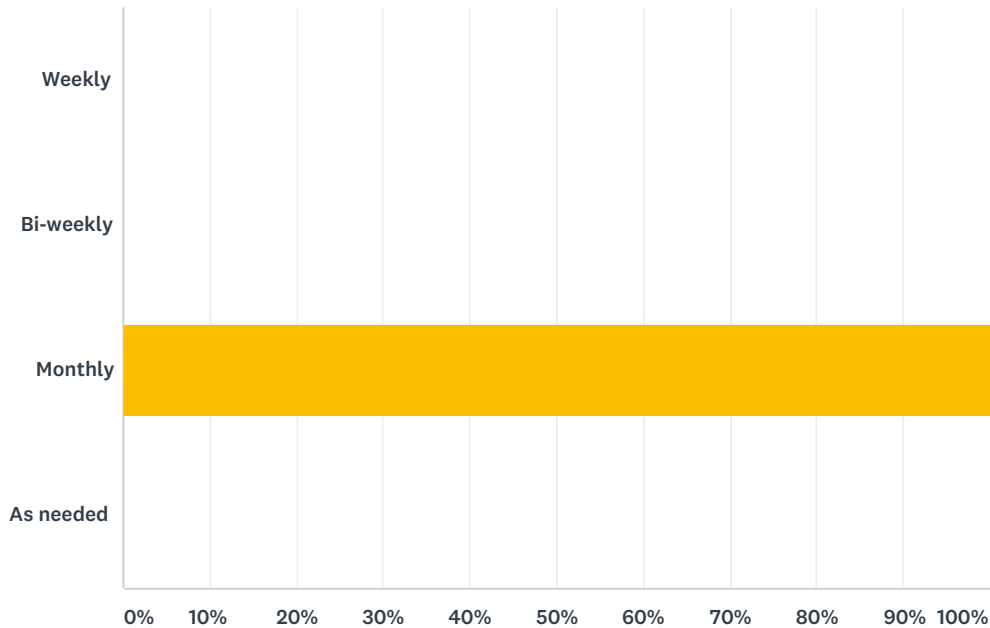
	Projected 2018-19	Budget 2019-20
BEGINNING BALANCE	474,874	-
TRANSFER IN (from all funds as fringe benefit %)	15,083,796	18,830,000
INTEREST	-	-
EXPENDITURES (actual premiums)		
premiums	15,558,670	16,700,000
misc	-	-
TRANSFER OUT (to irrevocable trust)	-	-
ENDING BALANCE	-	2,130,000

Total Liability is \$194.7 million as of the June 30, 2017 actuarial study valuation date.

Balance of the Irrevocable trust is \$21.3 million as March 31, 2019

Q1 How often did the committee meet?

Answered: 8 Skipped: 0

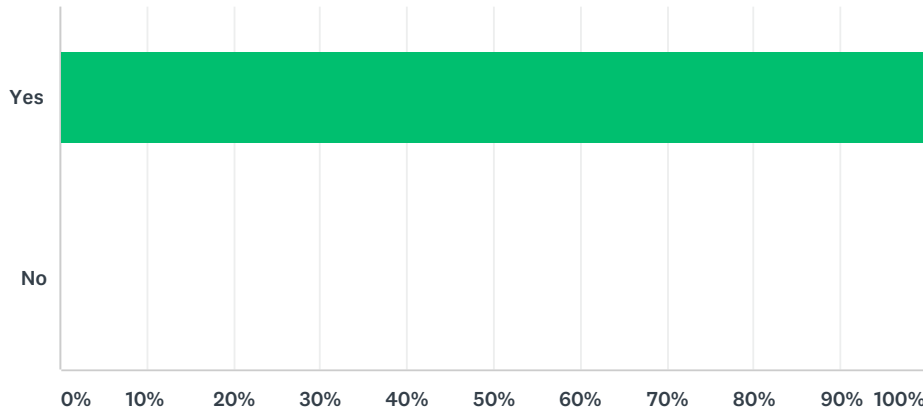


ANSWER CHOICES	RESPONSES
Weekly	0.00% 0
Bi-weekly	0.00% 0
Monthly	100.00% 8
As needed	0.00% 0
TOTAL	8

#	SHOULD IT MEET MORE FREQUENTLY? LESS FREQUENTLY? IF SO, WHY?
1	We met more frequently when we had to - it worked well.
2	no the meeting schedule is fine.
3	Monthly is good

Q2 Does the committee charge reflect the business of the committee?
(Charge provided below.)"The District Council of Administrative Services (DCAS) recommends to the Chancellor through the Cabinet and the District Consultation Council on budget policy, development, and implementation, including, but not limited to, the District allocation model, business policies, and procedures."

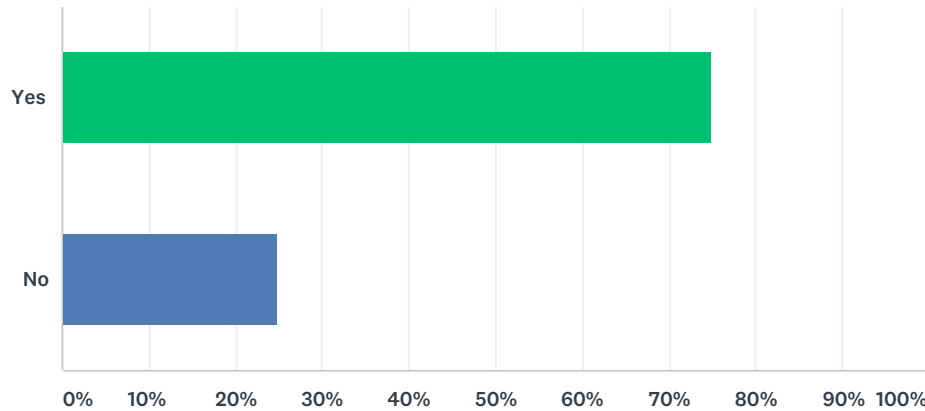
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	8
No	0.00%	0
TOTAL		8

Q3 Is the committee environment conducive to open discussion of relevant issues?

Answered: 8 Skipped: 0

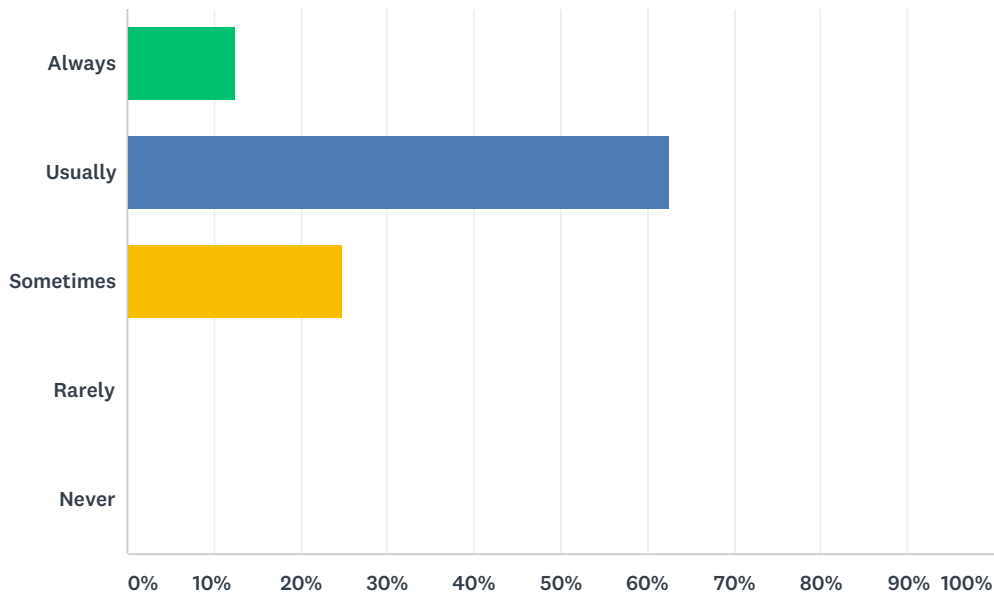


ANSWER CHOICES	RESPONSES
Yes	75.00% 6
No	25.00% 2
TOTAL	8

#	IF "NO," PLEASE EXPLAIN YOUR RESPONSE.
1	Yes, it is. Despite the many difficult conversations the members of this committee nearly always seem open to listening to the very different perspectives and the district staff encourage and allow open discussion.
2	Opinions that conflict with the opinion of the Chair are given far too little discussion time.

Q4 Are the issues brought to the committee effectively addressed in a timely manner?

Answered: 8 Skipped: 0

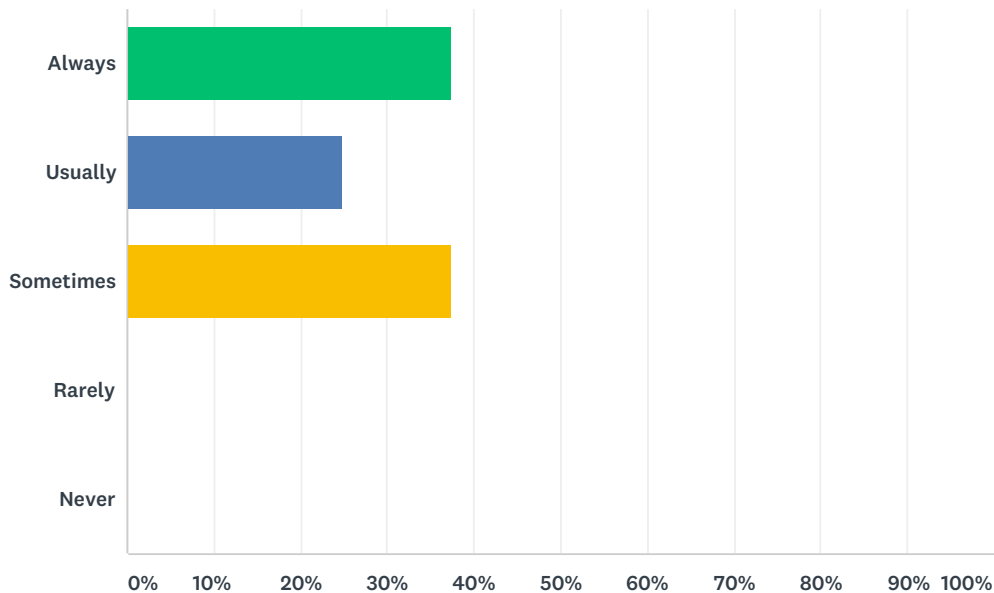


ANSWER CHOICES	RESPONSES	
Always	12.50%	1
Usually	62.50%	5
Sometimes	25.00%	2
Rarely	0.00%	0
Never	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	I am amazed at the openness and helpfulness of Emily and Jennifer. If they don't know or we don't know they get back to us in a later meeting with a report or privately with us in individual meetings. Thank you!
2	We could have began discussion on the possible need for a new budget allocation model this year however there was no urgency on part of District Office Management to do so. The agenda items and when they will be addressed are at discretion of District Office Management not at the committee level.
3	In the normal course of things, some issues are prioritized over others.

Q5 Are the committee's agendas posted and accessible in an easy and timely manner?

Answered: 8 Skipped: 0

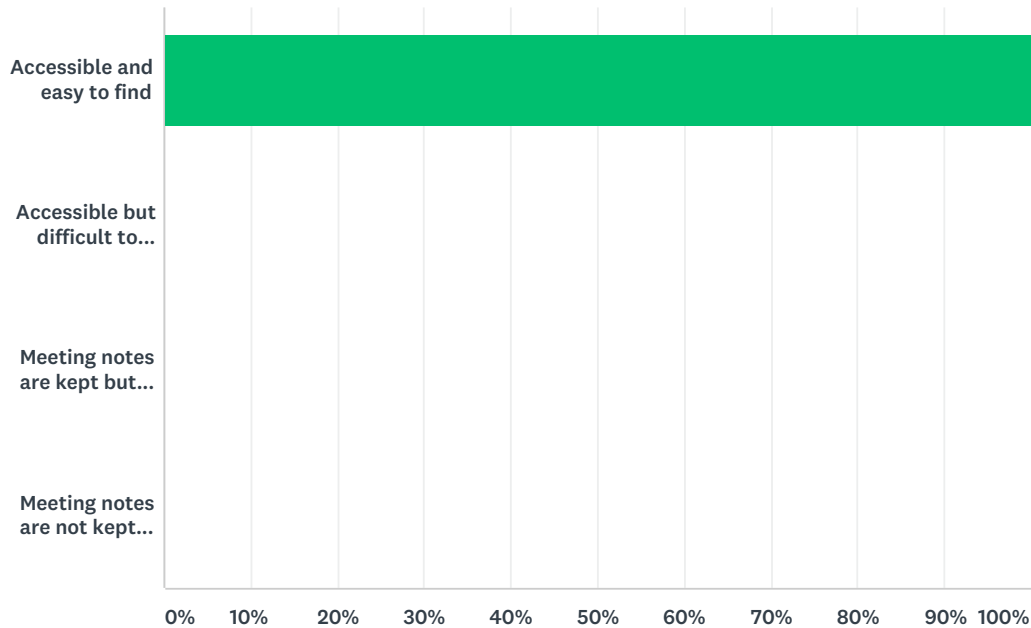


ANSWER CHOICES	RESPONSES	
Always	37.50%	3
Usually	25.00%	2
Sometimes	37.50%	3
Rarely	0.00%	0
Never	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	I am afraid the pattern is nearly always late in the circulation of its agendas and materials. This committee is not bound by the Brown Act but 3 days is what is needed to ensure all can read through the sometimes-complex documents handed out. Sometimes we are given documents that are not yet updated but just starting points for discussion so that the work is done in the committee. It would be much more helpful to be given an updated draft that we can perfect (eg FY20 timeline). We also sometimes receive key documents at the meeting itself. The team is very busy but this does not help the committee's effectiveness.
2	We have asked to receive information 1 week prior to the schedule meeting so we can review the material and be prepared. This is not consistently adhered to and it impacts the ability to have timely and meaningful discussion.
3	Laura's minutes are excellent.
4	The agenda and ALL items to be discussed should be sent out at least 48 hours prior to the meeting time. Far too often handouts at the meeting occur, giving far too little time for appropriate review and comment.
5	Emailed in advance.

Q6 Are the committee meeting notes readily accessible?

Answered: 8 Skipped: 0

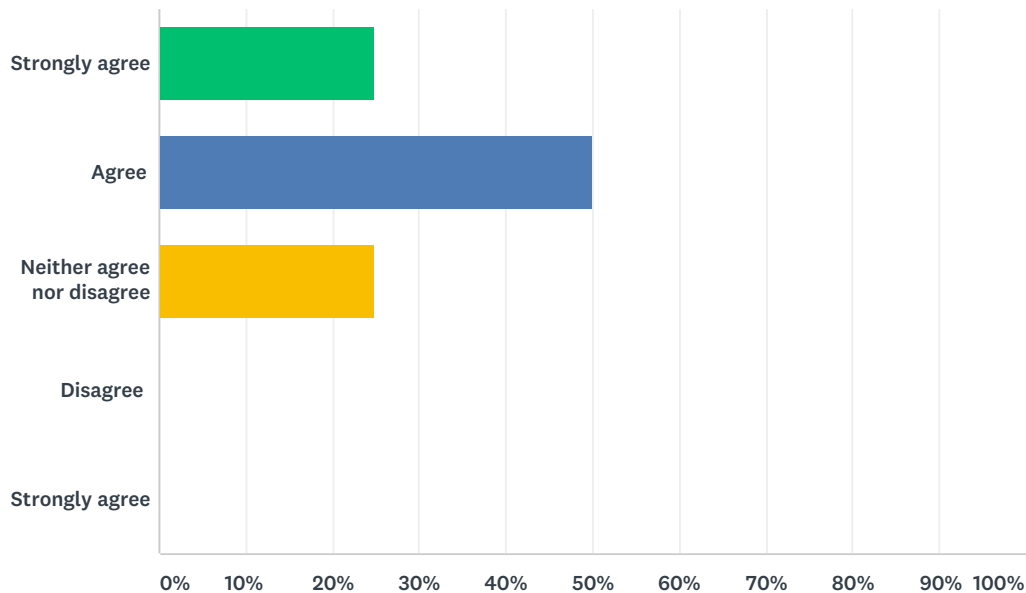


ANSWER CHOICES	RESPONSES	
Accessible and easy to find	100.00%	8
Accessible but difficult to find	0.00%	0
Meeting notes are kept but not posted	0.00%	0
Meeting notes are not kept (that I am aware of)	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	Laura does a great job with the minutes, amazingly concise considering the material covered but accurate and always posted once approved. I rely on them when I am checking back.
2	Thank you Laura. This is a big improve for the year and I appreciate it very much.
3	Emailed in advance.

Q7 To what degree do you agree with the following statement: "The business of the committee was accomplished effectively"?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	25.00%	2
Agree	50.00%	4
Neither agree nor disagree	25.00%	2
Disagree	0.00%	0
Strongly agree	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	I am extremely concerned by some of the top-down decisions that have been announced this semester about the allocation of budget items on various budgets. David works around who is directly responsible but it seems a change is coming. (I have just seen tomorrow's agenda; my goodness!) Because of the dire underfunding perceived both by the colleges and the DAC this is the most tense committee of all the district groups I have worked with. Sincere thanks go to both co-chairs for keeping the atmosphere collegial and focused and to task.
2	This past year we seemed to wallow and made little progress on anything. We were just waiting on news of the SCFF.
3	We explored the student centered funding formula and set the foundation to examine it as the basis for the allocation model moving forward.

Q8 What gaps (if any) in systems need to be addressed in order to support the planning efforts, research needs, or communication issues necessary for this committee to function more effectively?

Answered: 2 Skipped: 6

#	RESPONSES
1	A more inclusive environment. The committee has a bent toward more resources for District Office and less focus on student and college needs.
2	None

Q9 Discuss agenda items that need completion, items for future consideration by the committee, and/or changes needed to improve the effectiveness of this committee.

Answered: 3 Skipped: 5

#	RESPONSES
1	Next year is going to be packed; we have the various agenda items on our calendar.
2	Districtwide Services Budget Allocation Model
3	Already on the agenda: allocation model.