

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
District Council of Administrative Services (DCAS)

Thursday March 20, 2014

NOTES

Attendees:

Mike Bush (via Lync), 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
Linda Kamaila, Academic Senate President, Oxnard College
Dave Keebler (via Lync), Vice President, Business Services, Ventura College
Deborah La Teer, District Budget Officer
Mary Anne McNeil, Director, Fiscal Services
Darlene Melby, College Business Manager, Moorpark College
Mary Rees, Academic Senate President, Moorpark College
Art Sandford (via Lync), Academic Senate President, Ventura College

Absent:

Lucia Marquez (ASVC student representative)
Patrick Jefferson, Executive Vice President, Ventura College

The meeting was called to order at 9:03 a.m. in the Thomas G. Lakin Board Room at VCCCD, with a few members utilizing the district's new Lync phone conferencing capability.

APPROVAL OF NOTES

The notes from the February 20, 2014 meeting were approved by consensus.

FY15 TENTATIVE BUDGET

FY15 Revenue/Cost Schedule

The revenue cost schedule was distributed and discussed. A very preliminary estimate shows the District's General Fund Unrestricted (Fund 111) with a FY15 deficit of \$1.7 million.

FY15 Revenue Schedule

The revenue schedule was distributed and discussed. Ms. La Teer reminded the group that FY15 is the 3rd year in the Infrastructure Funding Model and as such the remaining interest and part of the lottery revenue will not be budgeted in Fund 111 revenue, but will be moved into Fund 113 –Infrastructure Fund.

FY15 Allocation

Districtwide Services

The Districtwide Services line item budget was distributed and discussed. Notable changes in budgets from the prior year include; increase Board Elections (three areas are up for re-election) \$150,000, decrease in Exec Management search of \$65,000, increase in technology software/licenses of \$210,000 and increase in technology equipment of \$50,000.

It was proposed to increase the Board of Trustee consulting budget by \$100,000 so as to fund a contingency. Current practice is when budget amendments are brought to the board and approved; the expenditures are accounted for in the Board of Trustee org. The group had a lively discussion on this, and consensus was reached; a new org would be created in Districtwide Services and \$100,000 would be budgeted for contingencies.

Utilities

Preliminary utility budget schedules were distributed and discussed. The current year (FY14) is projecting a budget deficit of \$446,000; a budget amendment was brought to the February board to increase the budget. Because of this, the utility budget will be built \$500,000 higher than last year's budget.

DAC Allocation Percentage

The allocation model calls for the review of budget items to be reassigned between DWS and DAC or the colleges and DAC. In FY15, it has been decided to move the salary and benefit costs of campus IT staff back to individual campuses (Effectively, undoing the FY14 change). In addition, as revenue moves out of the General Fund – Unrestricted (Fund 111) and into the General Fund – Unrestricted, Infrastructure (Fund 113), the DAC would be reimbursed, as they do not receive any Infrastructure budget. Because of these changes, the DAC allocation percentage went down from 8.1% to 7.0% for FY15.

Allocation Model

A preliminary allocation model schedule (with accompanying productivity and FTES schedules) were distributed and discussed. Mr. Fahnestock discussed the weakness that exists in the allocation model, namely that the lower the average productivity factor, the more money a campus receives. He went on to explain that when all three sites' productivity factors change in the same proportion, the effect of this weakness is mitigated. For FY15, one site experienced a dramatic change, and had the potential to move significant resources away from other sites. To mitigate this, the productivity goals were calculated so that this movement did not happen, they are not real goals. This issue needs to be addressed when the group annually reviews the allocation model.

Other Business

Ms. Ingram asked that the most current FON schedule be distributed. Mr. Keebler suggested placing DCAS schedules on the District website.

Meeting was adjourned at approximately 10:45 a.m.

Next meeting – Thursday, April 17, 2014 - 9:00 a.m.

Agenda Topics include:

- Budget Update
- Mitigating actions of General Fund shortfall