

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

Thursday April 12, 2007

District Administrative Office Multipurpose Room

NOTES

Attendees: Ken Bailey, Jeff Baker, Dominga Chavez, Debra Cronin, Ray Di Guilio, Connie Jenkins, Sue Johnson, Tom Kimberling, Mary Anne McNeil, Deborah Moreno, Karen Osher, Scott Corbett for Jeanette Redding, Kathryn Schoenrock

Absent: none

The meeting began at 8:40 a.m.

Sue Johnson explained that she had presented the budget allocation model to the Board at the April 10, 2007 board study session, and that she had met with each of the Board members and that they supported the new model.

APPROVAL OF MINUTES

The committee approved the notes from the March 15, 2007 meeting.

ALLOCATION MODEL NARRATIVE

Sue explained the narrative for the Districtwide Resource Budget Allocation Model - General Fund Unrestricted Budget was provided to the Board for first reading at their April meeting. The items in blue reflected the changes that were made since the April board meeting in preparation for the second reading/action in May.

The committee discussed the wording of the transition dollars and wanted to ensure that everyone had the same understanding of that agreement. Discussion ensued as to whether the second year of transition support should come from revenue or reserves. That sentence was re-worded, using the term "resources", so that the use of either would be allowed.

FY08 REVENUE

Sue indicated that summer enrollment cannot be projected based on the trends for fall and spring, as there has not been a pattern in the past. At this point in time, summer enrollment is projected as being flat. Once more updated information is known, the projections may be changed. She stated that 100 FTES will have to be held back so that the next year will not begin with a deficit. Based on those assumptions, we are projecting restoration at 650 FTES.

FY 2007-2008 BUDGET REASSIGNMENT FROM COLLEGEWIDE/COLLEGES TO DISTRICT OFFICE

As a part of the new allocation model, it was agreed that the composition of Collegewide services would be reviewed and determined if specific line items should be re-assigned between collegewide services and the district office. The handout of those recommendations was distributed to the committee for review.

DCAS approved the budget re-assignments as recommended.

COLLEGEWIDE SERVICES

The committee reviewed each line item of the Collegewide Services budget for FY08.

A new line item for the Sheriff's Academy was included. Sue provided explanation regarding the arrangement between the District and the Sheriff's department. Fifty percent of the district's net income from FTES is provided to the Sheriff's department for operation of the academy and maintenance of the new facility. Because of the number of academies held and start and end dates of each, the amount of this pass-through could vary significantly from year to year. It had been agreed previously that Ventura College should not have to bear this cost, and that the issue would be addressed in the new model. There is also discussion of a similar arrangement with County Fire for OC fire academy. If that occurs, the financial arrangement will be handled in the same fashion.

UTILITIES

The Summary of the FY 2007 Utility Analysis as of March 31, 2007 was distributed and discussed.

Utility costs are expected to increase as more buildings are completed. Summer weather could impact the projected costs and minor rate increases are anticipated. The budget reflects a projected increase of 5%.

BUDGET ASSUMPTION

A draft of the 2007-2008 Fiscal Year Budget Assumptions was distributed.

Sue Johnson indicated the allocation process will be presented to the Board for adoption at the May 2007 Board meeting. Based on the support thus far, it is expected to be approved and the budget is being currently being built utilizing that tool.

The committee approved the assumptions as presented, with minor changes, to be forwarded to the Board for adoption in May

OTHER BUSINESS.

Sue suggested that, as two of the Academic Senate presidents were changing soon, they may wish to invite the presidents-elect to the next meeting so that they may begin to participate in the review and understanding of the upcoming budget.

The meeting ended at 10:30

The next meeting is scheduled for May 31, 2007 at 8:30.