

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

Thursday, February 21, 2008

District Administrative Office Multipurpose Room

NOTES

Attendees: Connie Jenkins, Dominga Chavez, Scott Corbett, Debra Cronin, Ray Di Guilio, Sue Johnson, Tom Kimberling, Deborah LaTeer, Mary Anne McNeil, Timothy Oliver, Karen Osher, Kathryn Schoenrock, and Margaret Tennant

Absent: None

The meeting began at 8:35 a.m.

Timothy Oliver, Vice President of Business Services at Oxnard College, was introduced and welcomed.

APPROVAL OF MINUTES

The committee approved the notes from the January 17, 2008 meeting.

BUDGET UPDATE

Budget Assumptions

The FY09 Budget Assumptions (dated 2/21/08) were distributed and discussed.

It is likely that the VCCCD Adoption Budget will be brought to the Board before the State adopts their budget.

The recording of "straddling" summer FTES will be in the budget year, unless FTES is required to meet base funding in the current year.

Any difference in the State Required Minimum 5% reserve will be taken from the unallocated reserves.

First Principal Apportionment (P1) is expected to be released February 22nd. In the simulated P1, it was projected the district would receive prior year decrease in revenue of approximately \$390,000, which will come from the reserve for contingency. The FY09 budget will be built with the \$1 million contingency. Any use of the contingency in 2007-08 will be restored from the unallocated reserves.

The Budget Assumptions were approved by consensus and will be forwarded to the Board of Trustees at the March 2008 meeting.

Revenue Projection Schedule

The *Revenue Projection* schedule (dated 2/21/08) was distributed and discussed. The schedule has changed minimally since the last distribution. This schedule is “dynamic” and changes based on knowledge of the budget.

FY09 Preliminary Revenues and Costs

The *Preliminary Revenues and Costs* schedule (dated 2/21/08) was distributed and discussed. The salary increases for FY09 are reflected in the schedule: 6% for classified and 5.95% projected for faculty. The 5.95% pool for faculty can be used to offset increases of health and welfare benefits.

Full Time Obligation (FTO) required hires is being monitored/projected two years in future. FTO fall '09 will increase because of FTES cap. There is a direct relationship between FTES and FTO.

FY09 Tentative Budget Allocation Model

The *FY09 Tentative Budget Allocation Model* schedule (dated 2/21/08) was distributed.

Requested items for March DCAS meeting:

FTO schedule

Productivity Report (VCCCD vs. State)

Enrollment Update

Projected Budget Allocation Model (proforma) by college

Meeting was adjourned at approximately 10:30 a.m.

The next meeting is scheduled for March 27, 2008 at 8:30 a.m.