

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

Thursday, March 27, 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

Guest: Peter Sezzi, President Elect – Ventura College Academic Senate

Absent: None

The meeting began at 8:35 a.m.

**APPROVAL OF MINUTES**

The notes from the February 21, 2008 meeting were approved by consensus.

**2007-08 BUDGET UPDATE**

Revised Property Tax Shortfall

The *Revenue Shortfall Contingency – Projected Status* schedule (dated 3/27/08) was distributed and discussed. The State recently released information on a current year budget deficit for estimated property taxes. VCCCD's share of the estimated state-wide property tax deficit of \$85 million is \$1.9 million. Any shortfall in revenue projections above the \$1 million Revenue Shortfall Contingency will be brought to the Board as a reduction in Unallocated Reserves.

**2008-09 BUDGET UPDATE**

The *Revenue Projection* schedule (dated 3/27/08), *Preliminary Revenues and Costs* schedule (dated 3/27/08), and *FY09 Tentative Budget Allocation Model* schedule (dated 3/27/08) were distributed and discussed. The schedules have changed minimally since the last distribution. These schedules are "dynamic" and change based on knowledge of the budget. Little information has been released by the State, thus minimal changes are reflected on the schedules.

The *Collegewide Services Budget* (dated 3/27/08) was distributed and discussed. Significant FY08 vs FY09 budget variances were pointed out and explained in further detail.

The *FTO obligation for FY08-09* schedule (dated 3/27/08) was distributed and discussed. Sue explained that as the Board takes action on personnel activity, the schedule is updated. There is a direct relationship between FTO and FTES. If FTES increase then FTO must increase by the same percentage. For the budget year, the district expects to have a healthy cushion above the obligation. However, that cushion is expected to significantly erode in FY09-10 when the obligation will be increased by the restoration and growth of FY08-09.

## Productivity

The *Productivity Factor report as of March 24, 2008* (dated 3/27/08) was distributed and discussed. Sue explained that the productivity average is a 3-year moving average, which avoids spikes and significant drops. The 3-year primary terms to be used for adoption budget are Fall 2005 through Spring 2008).

## **MEETING SCHEDULE**

Due to the fact that the district is not expecting updated budget information until the May Revise, which is scheduled for May 16<sup>th</sup>, the DCAS meeting scheduled for April 17<sup>th</sup> is cancelled. Therefore, the next scheduled meeting will be Thursday, May 22<sup>nd</sup> at 8:30 a.m.

Meeting was adjourned at approximately 9:40 a.m.