

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

Thursday, April 16, 2009

**NOTES**

Attendees: Dominga Chavez, P. Scott Corbett, Ray Di Giulio, Sue Johnson, Connie Jenkins, David Keebler, Deborah LaTeer, Mary Anne McNeil, Darlene Melby, Karen Osher

Absent: John al-Amin, Debra Cronin, Tom Kimberling, Peter Sezzi, Margaret Tennant

The meeting began at approximately 8:40 a.m. in the Multi-purpose Room at VCCCD.

**APPROVAL OF MINUTES**

The notes from the March 19, 2009 meeting were approved by consensus.

**BUDGET ASSUMPTIONS**

The FY2009-10 Budget Assumptions were distributed to DCAS ahead of the meeting. DCAS members approved the Budget Assumptions at the February meeting. Minor changes have been made and, therefore, they are being brought back for approval. The Budget Assumptions will be forwarded to the Board for approval at the May 2009 meeting.

Sue explained that the Revenue Shortfall Contingency Reserve will have a minimum of \$3 million. There will not be any additional funds put into the reserve unless the balance falls below \$3 million, which is not expected to be the case. Otherwise, it be adopted at whatever balance exists at 6/30/09, after any P2 adjustments.

Connie question whether the 2% cuts that were made to campus budgets would be returned. Sue explained that the P1 Apportionment is being reissued later in April and may impact the current budget, and we must still face P2 and additional property tax shortfalls. In addition, returning the funds to the sites at this late date will not allow the sites to spend them. At this time it is expected that the colleges will have their 1% carryover. If, however, they have a problem attaining the 1% carry-over due to the campus cuts, the issue will be re-visited.

The Budget Assumptions were approved by majority, with one opposing vote: Connie Jenkins. All others were in favor.

**REVENUE/COST SCHEDULE**

The Revenue/Cost Schedule (dated 4/16/09) was distributed and discussed. Sue reminded DCAS members that any reduction of growth would impact the FY11 budget, not the FY10, since we budget growth in the year subsequent to earning it.

**STATE REVENUE – LEAGUE MEMO**

A memo (dated March 26, 2009) from the Community College League of California was distributed and discussed. The memo summarized the Special Election (May 19) Propositions and the current

estimated shortfall. If the propositions fail, there will be an additional \$6 billion deficit, totaling \$14 billion.

## **REVENUE**

The FY10 Revenue Projection (dated 4/16/09) was distributed and discussed. Sue highlighted a few revenue variances (*Lottery, Interest Income and Other Local Income*). Revenue for Lottery is expected to decrease due to lower lottery sales as projected by the California State Lottery Commission. Income on Interest is expected to decrease because of all the state deferrals built into next budget year, which will reduce the opportunity for interest income.

## **DISTRICTWIDE SERVICES/EXPENSES**

The Districtwide Services Budget schedule (dated 4/16/09) was distributed and discussed. Sue explained some significant changes from FY09 Adoption and Projected FY 09 to FY10 Adoption. A Distance Education Task Force has been created to review and study the platform currently being used. If the Task Force recommends switching to another platform, there could be a significant savings, which will be reflected in the next Districtwide Services budget.

## **PRODUCTIVITY PROCESS**

DCAS Members had an opportunity to discuss the productivity/goal setting process that transpired a few weeks ago. There was candor and a good discussion of positions regarding the situation and how that might impact future iterations of the model.

## **BUDGET ALLOCATION**

The FY10 Tentative Budget Allocation (dated 4/16/09) was distributed and discussed. Sue explained that this schedule will continue to change as the numbers are finalized.

## **FTES**

The FTES schedule (dated 4/9/09) was distributed. The FTES numbers used on the Budget Allocation come from this schedule, as updated.

## **DCAS COMMITTEE EVALUATION TOOL – SELF-ASSESSMENT**

This item will be brought back to DCAS when all members are present.

## **GREAT TEACHER SEMINAR**

Information on this item will be sent via email.

## **OTHER**

As the term of some Academic Senate Presidents may be coming to an end, Sue extended an invitation to the incoming Senate Presidents to participate in the DCAS meetings in May and June. It may be helpful for them to participate in the budget planning process, as a foundation to their upcoming term.

## **NEXT MEETING**

May 14, 2009 – 8:30 a.m.

Meeting was adjourned at approximately 10:15 a.m.