

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

Thursday, September 24, 2009

**NOTES**

Attendees: John al-Amin, Jeff Baker (via teleconference), Robert Cabral, Dominga Chavez, Debra Cronin, Iris Ingram, Sue Johnson, Connie Jenkins, Dave Keebler, Deborah LaTeer, Mary Anne McNeil, Darlene Melby, Karen Osher, Peter Sezzi

Absent: None

The meeting began at approximately 8:05 a.m. in the Multi-purpose Room at VCCCD.

**APPROVAL OF MINUTES**

The notes from the August 27, 2009 meeting were approved by consensus.

**2009-10 ADOPTION BUDGET**

A copy of the proposed 2009-10 Adoption Budget was distributed and discussed. Ms. Johnson explained that there is no updated news on General Fund since the last DCAS meeting. The federal stimulus one-time backfill money is now expected to be \$37 million for categorical funds. However, the budgets have been built assuming \$30 million in stimulus funds.

Ms. Johnson explained that the base revenue for FY2009-10 has been reduced by approximately \$4.5 million, which equates to a reduction of nearly 1,000 FTES. This amount has been offset by the prior year growth amount, as well as the other changes highlighted. Categorical funds have been reduced by approximately \$4.4 million. Total reductions to the district, for General Fund and Categoricals total nearly 9 million.

Although the narrative had been sent in advance, Ms. Johnson asked that DCAS members to review the Adoption Budget narrative and provide comments to the group no later than Monday (9/28/09) morning as it will be presented to various district councils and the Board in October.

There was a discussion about the authorization to use district reserves and the purpose for using them. Sue explained the different categories of reserves. She further explained that the Board must approve the use of Unallocated Reserves (on a 2/3 vote). As the funds are one-time, they should be used for one-time expenses or one-time seed money for programs that will be subsequently be included in the college budget. The Unallocated Reserves have grown to \$8.8 million primarily from growth and restoration dollars from the past three to four years. The district will not receive growth in 2009-10 nor dollars of this amount again in the foreseeable future.

AFT representative, Connie Jenkins made a motion that DCAS recommend the use of \$2 million from the Unallocated Reserves to be flow through the Allocation Model to restore some of the reductions in 2009-10. Ms. Jenkins said that by putting additional money into the Allocation Model, it would assist in meeting the needs of students, increase staff, restore classified positions and increase course offerings. She stated that she understood that this would increase the District's un-funded FTES, but felt that in these times that we appropriate.

There was an in-depth discussion about the motion. Ms. Johnson explained that the colleges and the District Administrative Center have already balanced their budgets with the revenue reductions. While the cuts have been difficult, we are much better off than most other community colleges. Sue reminded the committee that we have \$2 million in additional revenue this budget year because we budget growth in the year after it is earned. This growth money offset the reduction in revenue. The motion to recommend the use of reserves failed 1-7-3.

Members agreed that the narrative language on reserves needed clarification so that it was clear that the Board could/would approve the use of reserves during times of fiscal exigency for on-going core expenses for a short-term. Sue will expand the language and send it back out to committee members for review and input prior to finalizing the book. New language will include the use of reserves as transition funding to help maintain the viability of core programs during serious fiscal exigency, which may be as early as next year..

Review of the Adoption Budget continued with explanation of 114 Fund and categorical funds. It was suggested that the one-time AARA (federal stimulus funds) be shown specifically, so that the fiscal impact of the one-time backfill is clear. That inclusion will assist planning for the next fiscal year.

After discussion on the other fund budgets (Health Services, Parking, Child Development, Bookstore, Cafeteria, etc.), Dr. al-Amin made a motion that the FY 2009-10 Adoption Budget be approved (with minor corrections), Iris Ingram seconded the motion. The Adoption Budget was approved, with AFT representative, Connie Jenkins opposing, and VC Academic Senate President, Peter Sezzi abstaining. Peter indicated he abstained from the vote because of the "process" of the budget reductions on some campuses, not because of the overall budget. All others were in favor.

#### **NEXT MEETING**

- October 15, 2009 – 8:30 a.m.

Meeting was adjourned at approximately 10:12 a.m.