

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

Thursday, February 20, 2014

NOTES

Attendees:

Mike Bush (via Lync), Vice President, Business Services, Oxnard College  
Dan Casey, Classified representative, Ventura College  
Brian Fahnestock, Vice Chancellor Business Services  
Alan Hayashi, AFT Representative  
Linda Kamaila, Academic Senate President, Oxnard College  
Dave Keebler (via Lync), Vice President, Business Services, Ventura College  
Deborah La Teer, District Budget Officer  
Mary Anne McNeil, Director, Fiscal Services  
Darlene Melby, College Business Manager, Moorpark College  
Mary Rees, Academic Senate President, Moorpark College  
Art Sandford, Academic Senate President, Ventura College

Absent:

Dominga Chavez, Classified representative, Moorpark College  
Iris Ingram, Vice President, Business Services, Oxnard College  
Lucia Marquez (ASVC student representative)  
Patrick Jefferson, Executive Vice President, Ventura College

The meeting was called to order at 9:04 a.m. in the Thomas G. Lakin Board Room at VCCCD, with a few members utilizing the district's Lync phone conferencing capability.

**APPROVAL OF NOTES**

The notes from the January 16, 2014 meeting were approved by consensus.

**Historical FTES**

A chart of historical FTES (dated 2/20/14) was distributed and discussed. The chart shows the funded FTES (the number the state funded FTES) as well as the unfunded FTES by District. Ms. La Teer indicated that the FY2014 FTES number is a projection.

**BP/APs**

**BP/AP 5420 – Associated Student Finance**

BP 5420 – Associated Student Finance was distributed. Mr. Fahnestock stated that there are no proposed changes to the board policy. A draft version of AP 5420 – Associated Student Finance, was distributed and discussed. Mr. Fahnestock stated the proposed changes are in line with current practices. DCAS recommended the draft procedure be distributed to the student groups as an information item. Business Services will send the draft procedure to the academic senate presidents and vice presidents for distribution. The BP/AP will move on through the review/adoption process.

### BP/AP 3900 – Speech: Time, Place and Manner

Mr. Fahnestock indicated there are no proposed changes to the current board policy. The AP has been revised adding the word “displaying” for clarification. Recent situation(s) on campus have prompted the need for such clarification. DCAS approved the revised procedure and it will move through the review process.

### BP/AP6700 Civic Center

There are no proposed changes to the board policy. The language in the AP regarding alcoholic beverages and tobacco usage being revised to conform to the District’s other procedures related to alcohol and tobacco use. With a small revision, the procedure was approved by DCAS to move through the review process.

### **INFRASTRUCTURE FUNDING MODEL**

At the last DCAS meeting, the Infrastructure Funding Model (IFM) was discussed, specifically should it be revised now that the state is funding some programs that were previously not funded (IELM and scheduled maintenance). The Vice Presidents reviewed the Model in DOC recently and concluded that the state funding is proposed and could be intermittent. Therefore, the IFM should remain as it is.

There was a discussion about scheduled maintenance matching funds and the flexibility of the IFM. Mr. Fahnestock added that the rates would be reviewed regularly. Dr. Bush and Mr. Keebler expressed sentiments that the IFM is relatively new/young and should be left alone and be played out. The IFM will be reviewed next year, as it is annually.

DCAS approved the IFM as it is by consensus.

### **FY15 BUDGET ASSUMPTIONS**

Mr. Fahnestock explained that the Budget Assumptions are the beginning of the budget development process. He explained in FY14 \$200 million in new revenue was proposed in the January Governor’s budget. The FY15 Governor’s proposed budget proposes \$1.2 billion. He further explained that most of that money is to buy-down deferrals.

Mr. Fahnestock explained that the growth dollars could be allocated by need, which has yet to be defined; however the Tentative Budget and class schedule will be developed assuming 3% growth. Could be firmed up by May Revise. The proposed budget includes \$200 million toward services for students: \$100 million for student success programs; the other \$100 million is for student equity plans. Current plans are not due to State until October and the requirements won’t be firmed up until maybe December/January 2015, which is after the budget year has begun.

Give these unknowns, the FY15 Tentative Budget will be built using 95% guarantee from previous year. The estimate of \$200 million will not be included in the Tentative Budget because there is too much uncertainty. There is a potential there could be more money, but the information is too vague.

The District's unfunded FTES target will remain the same: 300-500. Mr. Fahnestock explained the current FTES report showed approximately 309, which is right within our target.

Salary and benefits is projected to increase for step and column increases only, which is estimated at approximately \$700,000. Any net savings for retirements and new hires at a lower rate is not included in that rate. Those net savings will be realized at each campus. DCAS was reminded that the allocation model is a revenue distribution as opposed to expenses.

Growth for FY14 is projected to be \$2 million. If the District meets that FTES growth target, that money will flow into FY15 revenue.

The recommendation, included in the FY15 Budget Assumptions, is for a carryover of up 2%. This is not a change to the model, just a one-year exception through the Assumptions.

The FY15 Budget Assumptions are approved by consensus and will be presented to the Board at the March meeting.

#### **OTHER BUSINESS:**

Mr. Casey expressed concern about recent discussions regarding the child care centers. Mr. Fahnestock explained to DCAS that a financial status report for the child development centers was provided to the Finance Committee on February 19. The report was merely an update and follow-up to information provided in August of 2013. Mr. Fahnestock explained that the same information will be shared with the full Board in March as an information item only.

Dr. Bush explained there is a \$206,000 shortfall projected for FY14. The biggest impact is on FTES. That shortfall takes \$200k from sections that could be offered at Oxnard College. The encroachment on the general fund is defeating the mission of the college – educating students.

There was a brief discussion about the status of the other two colleges' child development centers.

Mary Rees stressed the importance of presenting it to the board as an information item as opposed to circumventing the governance process. Mr. Fahnestock assured the group it will be presented for information only.

Meeting was adjourned at approximately 10:25 a.m.

Next meeting – Thursday, March 20, 2014 - 9:00 a.m.