Budget and Fiscal Planning Committee

October 31, 2012

√Members present:
√John Lau, VP for Business Services, Co-Chair
_Kathy Berry, Administrative Representative
√Jessica Waddell, College Council Representative
_Eric Jacobson, Faculty Representative
√Dave Drury, Faculty Representative
√Carlos Fletes, Director of Fiscal Services

Recorder: Mary Carter
√Kevin White, Academic Senate Rep., Co-Chair
√Jeff Cantwell, CMCA representative
_Frances Arce-Gomez, CSEA Representative
√Matthew Thale, CSEA Representative
√Itzel Moncada, ASG Representatives

Alternates: Mary Jo Wainwright, CTA; Travis Gregory, Admin. Rep

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Visitors: Sidne Horton, Jose Lopez, Gordon Bailey, Frank Miranda

Call to Order

The regular meeting of the Budget and Fiscal Planning Committee was called to order by co-chair Kevin White at 1:35 p.m. on Wednesday, October 31, 2012. The meeting was held in the board room.

Changes to Agenda

M/S/C Drury/Wainwright to table agenda item #3, zero-based budgeting.

Mary Jo Wainwright, CTA alternate asked that the agenda item on zero-based budgeting be moved to the next committee meeting when Eric Jacobson will be available to present information on the item.

Approval of Minutes

M/S/C Fletes/Cantwell to approve the minutes of the August 29, 2012 and September 4, 2012 meetings as presented.

2012-13 Budget – Prop. 30 Scenarios

VP Lau presented information on the possible budget impact of the passage or failure of Prop. 30. *(The presentation is attached to these minutes)*

- Currently the state owes IVC over $10 million in deferred revenue
- If Prop 30 fails, colleges will have only 6 months to make critical decisions
- If Prop 30 fails, IVC would have to make $2 million in cuts

Enrollment/Restoration of FTES

VP Lau stated that restoration of FTES is critical to IVC's revenue. The College will have three years to fully restore lost FTES. There are a lot of factors that caused the College's FTES to decline and there is urgency in identifying those factors; the ASG has been asked to survey students. The College is estimating 2900 FTE for Fall, with a total estimate for the year of 5900 including summer. The College's revenue target was 6219 for the year. The College will evaluate its target FTES at mid-year and take steps not to over spend revenue.

Discussion:

VP Lau stated that the College has an accreditation visit coming up in March and the FCMAT report is due in December; recommendations from FCMAT need to be looked at in an impartial way. The College needs to develop a comprehensive plan and efficiencies to operate as a 6200 FTES college. The committee needs to take a lead in making recommendations and be more pro-active as an agent of change. The budget touches all areas of the College. The Business Office sets the revenue limits but the organization makes decisions on allocation of revenue. Measureable objectives are needed to determine how effective the College is in delivering its product.

Comments and questions from committee members:

- What would the impact be of offering classing during campus hour?
- What was the impact of the loss of on-line classes?
- How do we measure success as an institution?
- How to make permanent changes when many items are negotiable?
- Many people don't understand the extent of the problems, buy-in needed from the entire campus.
- IVC's Faculty Obligation Number (FON) is 88; IVC's actual amount is 122
- Instructors are needed in English and ESL
- Why has the reserve declined? (ASG representative)

Items for discussion at next or subsequent meetings:

- Components of the reserve
- Enrollment management
- Ways to increase enrollment
- College hour
- Discussion of increased class size
- Development of the class schedule one year in advance

Next meeting: November 28, 2012

Meeting adjourned at 3:00 p.m.