

IMPERIAL VALLEY COLLEGE
Budget and Fiscal Planning Committee
Wednesday, May 3, 2017, 2:00 p.m.

Accreditation Standard III: Financial Resources -- Financial resources are sufficient to support student learning programs and services and to improve institutional effectiveness. The distribution of resources supports the development, maintenance, and enhancement of programs and services. The institution plans and manages its financial affairs with integrity and in a manner that ensures financial stability. The level of financial resources provides a reasonable expectation of both short-term and long-term financial solvency. Financial resources planning is integrated with institutional planning.

Mission: Coordinate and integrate college plans and establish budget priorities consistent with the college's vision and mission statements, with recommendations, expressed in dollars, made to the Superintendent/President. Review the Tentative and Adopted budgets for consistency with annual institutional goals and objectives, college plans, and the planning and budget philosophy.

Minutes

√ Members present:

√ **John Lau, VP for Business Services, Co-Chair**

√ Nick Akinkuoye, Admin. Rep.

√ Mary Lofgren, Academic Senate Rep

_ Michael Heumann, Faculty Rep

√ Zhong Hu, Faculty Representative

√ Kyle Deol, ASG Representatives

Recorder: Mary Carter

√ **Matthew Thale, Classified Representative (Co-chair)**

√ Melody Chronister, College Council Rep.

√ Jeff Cantwell, Classified Manager/Confidential Rep.

_ Mike Nicholas, Classified Representative

√ Carlos Fletes, Director of Fiscal Services

Visitor(s): David Drury, Jeff Enz, Suzanne Gretz, Mary

Jo Wainwright and David Zielinski

-
- A. Call to Order: The special meeting of the BFPC was called to order at 2:06 p.m. by Matthew Thale, co-chair.
- B. Review and Approval of Minutes:
1. March 22, 2017: The minutes of the March 22, 2017 meeting were approved as presented.
- C. Reports: none
- D. Update on Previous Discussion Items: 2017-18 Draft Tentative Budget: Director Fletes distributed an updated summary of the 2017-18 draft budget.
- Income is \$40.2 million, expense is \$41.6 million, deficit is \$1.4 million
 - Pension cost have now been updated; \$2.7 was set aside for pension increases but will be used up in 3 years
 - Very little feedback on the draft budget has been received
 - Income is the same as the first draft; it mirrors 2016-17
 - Deans will be asked to investigate and explain significant variances
 - 4000 and 5000 accounts: budget instructions asked for a 10% reduction
 - VP Lau stated that the college's budget is not sustainable in future years without new revenue; at some point cost containment will be needed without new/increased revenue

- VP Lau stated that the cost to achieve new programs must be considered; sound business plans are needed; milestones must be measured every semester; revenue generation must be quantified. Non-credit results are at least 3 years out.
- Deans are working on schedule changes that may result in some savings; many common sense measures were implemented but it's too early to see/quantify results; high demand have been classes added for summer; Instruction is prepared to roll-out sections for summer if needed to adjust to registration trends
- VP Akinkuoye: Discussions have been held regarding the possibility of moving campus hour to free up prime class time. A survey of students is needed.
- Starfish is now operational; training is needed for faculty; goal is to help retain students
- Distance Education: funds are needed to pay faculty to review DE classes; however, DE may not translate to increased FTES
- One time revenue: no certainty we will receive same level of one-time money as previous years. VP Lau stated that the long term goal should be to lessen the College's reliance on one-time money.
- VP Lau commended Student Services for being pro-active in retention. Outreach efforts include the One-Stop Center and calls to students.
- May Revise will probably be out by the next committee meeting (May 17); it will be based on how the state's economy is doing; no dramatic changes are expected
- Enhanced budget requests: the extended deadline for Program Review was April 30 but the original deadline was November 30; most resource committee have finished meeting for the school year; special meetings may be needed to prioritize the requests. All agreed that the process was behind schedule. A recommendation from BFPC may be needed to "close the loop" on the prioritization process.
- Legally required items (\$228,00) have not been included in the budget yet, but will have to be included if they are indeed contractual obligations.
- Level of security needed is an on-going discussion; sheriff's deputies are expensive and the cost will escalate, \$260,000 annual cost currently.

E. New Discussion:

F. Action items: None

G. Other: none

H. Next Meeting(s): May 17, 2017 and May 31. Final budget recommendation needed June 7.

I. Adjournment: Meeting adjourned at 3:10 p.m.