IMPERIAL VALLEY COLLEGE
Budget and Fiscal Planning Committee
Friday, April 4, 2014, 2:00 p.m.
Board Room

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**
√ Kathy Berry, Administrative Rep.
√ Dr. Martha Garcia, College Council Rep.
_ Eric Jacobson, Faculty Representative
√ Dave Drury, Faculty Representative
√ Carlos Fletes, Director of Fiscal Services
√ **Kevin White, Academic Senate Rep., Co-Chair**
√ Jeff Cantwell, CMCA representative
√ Mike Nicholas, CSEA Representative
√ Matthew Thale, CSEA Representative
_ ASG Representative
Recorder: Mary Carter

Visitor(s): Sylvia Murray, Yethel Alonso

A. Call to Order: The special meeting of the Budget and Fiscal Planning Committee was called to order by co-chair John Lau 2:09 p.m. on Friday, April 4, 2014. The meeting was held in the Board Room.

B. Review and Approval of Minutes:

   a. ***M/S/C Fletes/Drury to approve the minutes of the March 26, 2014 as presented.***

C. Reports: none

D. Update on Previous Discussion Items

   a. Program Review Budget update: VP Berry reported that departments have identified their resource needs (budget enhancements) through the Program Review process. A list of the enhancements is being compiled, which will have a column for identify the goal being addressed, and the recommendation of the area vice president. VP Lau stated that the list will be given to the BFPC for final prioritization.

   Director Fletes reported that most, but not all, department budgets have been submitted through the on-line budget program. A quick extract of the data

submitted so far on the 4000 and 5000 accounts (supplies and services) shows a total higher than last year by about $200,000; however, there is a balloon payment on the Certificate of Participation debt for approximately that amount. Director Fletes noted that some departments included budget enhancements in their on-line budgets that will have to be pulled out. VP Lau stated that he and Director Fletes will meet with departments whose 4000, 5000 and 6000 budgets are higher than last year. Director Fletes stated that confirmation of the personnel listings is still needed. VP Lau will ask area vice presidents to follow up with those departments that still have outstanding items.

E. New Discussion: none

F. Action Items

a. ***ACCJC Special Report due April 15, 2014: M/S/C Drury/Fletes to approve the ACCJC Special Report with revision noted to page 25.*** The committee discussed the amount of district matching funds noted in the special report. VP Lau stated that some costs identified as matching would exist without the grant and more analysis is needed. Member Nicholas stated that the classified salary schedule is not the "most pressing issue" facing the college (page 25 of the draft report). The classified salary schedule is one of several issues identified in the report. The wording "most pressing issue" singles out CSEA. Member Nicholas stated that the district match for categorical programs is a larger item in terms of dollars ($1.2 million). The committee agreed that the words "most pressing" should be deleted.

Member Thale stated that the FON (faculty obligation number) is an issue that needs more recognition. VP Berry the FON is high, but the report tries to explain the factors involved. For example, it is hard to get part time faculty in some disciples The college is also looking for ways of increasing classroom efficiencies.

VP Lau stated that the best case scenario is based on 3% growth, however, there is a good chance 3% growth won't occur, leading to a fragile budget situation.

Dave Drury stated that the report was a good one considering the time frame. VP Berry thanked Tina Aguirre and Brian McNeece and the other people who came together to accomplish a lot in a short period of time. Director Fletes noted that Palo Verde hired a consultant to help produce their special report, but IVC's is more complete. VP Berry stated that the final report would be sent out on Monday. In addition, there will be an accreditation team doing a follow-up visit on April 14.

G. Other

H. Next Meetings: April 16, April 30, May 14 and May 28, 2014

I. Adjournment: Meeting adjourned at 3:05 p.m.