IMPERIAL VALLEY COLLEGE
Budget and Fiscal Planning Committee
Monday, June 9, 2014, 3:00 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**
√ Kathy Berry, Administrative Rep. *(3:25 p.m.)*
√ Dr. Martha Garcia, College Council Rep.
√ Michael Heumann, Faculty Representative
√ Dave Drury, Faculty Representative
√ Joy Tango-An, ASG Representative
√ **Kevin White, Academic Senate Rep., Co-Chair**
√ Carlos Fletes, Director of Fiscal Services
√ Jeff Cantwell, CMCA representative
√ Mike Nicholas, CSEA Representative
√ Matthew Thale, CSEA Representative

Recorder: Mary Carter

Visitors: Gaylla Finnell, Bill Gay, Caroline Krejci, Eric Lehtonen, Mary Lofgren, Brian McNeece, Maria Neeley, and Efrain Silva

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A. Call to Order: The special meeting of the Budget and Fiscal Planning Committee was called to order by co-chair Kevin White at 3:04 p.m. on Monday, June 9, 2014. The meeting was held in the board room.

B. Review and Approval of Minutes:

   a. ***M/S/C Cantwell/Fletes to approve the minutes of the June 2, 2014 meeting as presented.***

C. Reports: none

D. Update on Previous Discussion Items

   a. 2014-15 Budget update/Planning for financial stability:
      i. Variance Analysis: The committee identified the following ORGs for further review:

Org	Department	Inc/Dec
103	Human Resources	-365,981
151	Board of Trustees	39,574

211	Arts and Letters	157,695
221	Beh/Social Sci Div	-25,419
227	Social Science	190,914
228	Beh Science	131,054
271	Science/Math/Engr	-332,425
336	Electronics	18,902
352	Business Div	-100,624
353	Computer Info. Sys.	39,767
501	Library	124,019
641	Exercise/Wellness/Sports	92,792
707	IT - Enterprise Systems	-186,770
708	IT - Application Services	90,570
801	Business Services	265,506
808	Campus Safety	34,313
855	Water Treatment Plant	129,425
901	VP Student Services	79,103
902	Admissions & Regis.	127,175
905	Student Success	58,127

ii. Review of Budget Guidelines: Director Fletes stated that the budget guidelines were not followed consistently. The guidelines specified a flat budget, all 6000s to go to the budget enhancement category, personnel listings to be verified, and all adjunct, overload and other outside of contract salaries to be entered by departments. When the guidelines are not adhered to, it causes a huge problem trying to get a true bottom line. For example ORG 271 has a very large variance over last year's budget ($332,425) because no adjunct or overload costs were entered.

iii. Review of FCMAT recommendations: Dr. Martha Garcia stated that a lot of work has been accomplished by the START committee on the FCMAT recommendations, and that it has been a huge task. Members expressed that they would like an overview of the progress made, they encouraged administration to make the report and action plans available on the college website. Also, the START committee is outside the shared governance committee structure and the information is not filtering to other committees. VP Berry stated that the Board of Trustees receives regular updates, and forums have been held on campus with very low attendance. Dr. Garcia stated that she would share the committee's concern with the President.

iv. Review of list of possible budget cuts: Co-chair White stated that the list was a starting point to get ideas flowing. He asked the committee for additional suggestions. Member Nicholas stated that permanent fixes are needed; the college needs to avoid short term solutions and needs to work on improving efficiencies.

b. Interest Based Bargaining: Co-chair white presented a proposal for interest based bargaining training from Barber and Gonzales. The committee noted that it would be hard to find funding for the $19,980 cost. VP Lau stated suggested getting input from the bargaining units and unrepresented groups. VP Berry stated that she would take the proposal to President's Cabinet.

E. New Discussion: none

F. Action Items:

a. Prioritization of Resource Requests: ***M/S/C Berry/Drury to recommend Priorities 1 through 4 in each category (if approved by the area Vice President's) to President's Cabinet for possible funding.***

Discussion: Co-chair White stated that the college's first priority is to balance the budget and fund its long term commitments: reserve and OPEB. VP Berry stated that the committee must make a recommendation on the resource requests regardless of funding. In the future, VP Berry suggested that all the resources committees use a uniform matrix for their recommendations similar to the one used by the Professional Development Committee.

G. Other: none

H. Next Meeting: Monday, June 16, 2014, 1:00 p.m.

I. Adjournment: Meeting adjourned at 2:30 p.m.