



Financial and Budget Planning Advisory Council (FABPAC)
March 16, 2011 – 2:00 pm
Board Room
Adopted Meeting Minutes

FABPAC Members Present:

| | |
|-----------------|-----------------------------------|
| Kevin Anderson | Minority Coalition |
| Philip Andreini | Ed. Administrator |
| Rich Augustus | Local 39 |
| Peter Bostic | Exec. Director, Inst. Advancement |
| Sabrina Drake | CSEA, Alternate |
| Chris Guptill | Classified Manager |
| Mary Ann Haley | Academic Senate |
| Les Hubbard | SCFA |
| Jowel Laguerre | Superintendent-President |
| Yulian Ligioso | Chair |
| Louis McDermott | Academic Senate |
| Lillian Nelson | ASSC |
| Arturo Reyes | EVP, Academic & Student Affairs |
| Cynthia Simon | CSEA |

Absent:

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| Richard Crapuchettes | Local 39 |
| Corey Elliott | ASSC |
| Susan Foft | Director, Fiscal Services |
| Tom Grube | SCFA |
| Betsy Julian | Ed. Administrator |
| Deborah Mann | Classified Manager |
| Sheryl Scott | CSEA |
| Thomas Watkins | Academic Senate |

I. Approve March 16 Agenda:

- Motion and second received to approve agenda. Motion passed unanimously.

II. Approve March 2 Meeting Minutes:

- Motion (Cynthia Simon), second (Peter Bostic) to approve meeting minutes. Motion passed unanimously.

III. Accreditation:

- Les Hubbard reported he met with Tracy Schneider, SLO Assessment Coordinator, and at the next meeting they will bring a draft and presentation to the group. It was requested the draft be sent prior to the meeting.
- VP Ligioso shared a document entitled "Required Evidentiary Documents for Financial Review-Supplemental Guidelines for Standard III-D." This is from the ACCJC and specifies exactly what evidence ACCJC will look for in their team visit.

VP Ligioso to insert District links to documents and post to our website. Les Hubbard thanked Yulian for making the document and evidence available.

IV. 2011-12 Budget Planning Update:

- VP Ligioso gave an update on latest news from Sacramento. March 4 was the League's Capitol Advocacy Day and March 7 was the students' "March in March" event. This afternoon the legislators to vote on the Governor's budget proposal. Both Democrats and Republicans need to come to agreement so tax extension could be placed on the ballot. If the tax extension is unsuccessful, the District could be looking at an "all-out cuts" from the state that will add \$3 to \$4 million to the Scenario #2 numbers we are working from. The OPEB (retiree health benefits long-term liability) amount of \$200,000 was added back into the budget.
- The Chancellor's Office issued a report that proposed growth funding will be reduced by a deficit factor. The college's probable 2010-11 growth funding amount is adjusted downward to \$860,985.
- VP Ligioso distributed a year-to-date variance report as of 2/28/11. With first glance at spending patterns and four months remaining, it appears the college may erase the \$459,000 projected deficit from the 2010-11 adopted budget.
- EVP Reyes reported a 60% to 70% reduction in spending requests after the issuance of the spending freeze memo. Division deans are not bringing forward requests as everyone gets aware of holding down spending to only vital essentials.
- Sungard consulting fees are expensed to Measure G. The plan is to transfer future knowledge to current staff through training.
- Discussion on proposed bookstore outsourcing. VP Ligioso shared that he met with bookstore staff—many details to work through such as job security, pricing structures so textbook prices are not increased, work with ASSC on its issues and contributions via several student-focused programs. There are different models to consider: Marin College contracts with Barnes & Noble and are District employees, and other colleges are the vendor's employees. A contractor has potential to fund infrastructure upgrades with its purchasing power. For example, the bookstore operates a very outdated point-of-sale system and it is in need of infrastructure upgrades. A concern was expressed that Measure G didn't fund this type of technology/infrastructure upgrade when renovations were done a few years ago.

V. Budget Survey Suggestions-Next Steps:

- After discussion it was agreed to form a subgroup to focus in on currently workable suggestions (not part of collective bargaining or mandated/regulated items).
- Subgroup members who volunteered: Rich Augustus, Peter Bostic, Sabrina Drake, Chris Guptill, Yulian Ligioso, and Lillian Nelson. Also asked to participate was Chris Myers, Interim Director of Research & Planning. A meeting to be scheduled very soon.
- Potential avenue for communication: suggested use of website and create "FAQs" and links.

VI. Academic Re-Organization Update:

- EVP Arturo Reyes shared the latest on the proposed academic re-org. Two campus forums recently held with good suggestions, points of views expressed, and many modifications made. He reported the re-org was vetted through all constituency groups. A student rep was added to the re-org committee. The planned goal is to forward a final recommendation to the Dr. Laguerre by March 25.
- EVP Reyes reported the Deans expressed the administrative assistants and other classified are vital to division operations. Still to be determined: what is required or legal, what is by history or consent, what is cost of any release-time coordinators versus department chairs.
- Question on role of a grants facilitator: process-focused position to ensure cohesive, consistent and coordinated effort is carried out, for faculty who want to write grants.
- Question on Deans vs. Directors: can directors be coordinators of a program.
- EVP Reyes wished to publicly acknowledge and thank the re-org committee: Susanna Crawford, Emily Blair, Thomas Watkins, Cynthia Simon, and Sheryl Scott.

VII. Items for Next or Future FABPAC Agenda:

- Continued 2011-12 Budget Planning
- Draft Standard III-D Report and presentation by Les Hubbard and Tracy Schneider.

VIII. Adjournment:

- Meeting was adjourned at 3:30 pm.

Minutes taken by Judy Anderson