



**Fiscal Advisory Committee  
October 7, 2015  
Minutes**

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**Present**

John Bilmont, Gregory Brown, Peter Cammish, Laura Convento, Neil Glines, Yulian Ligioso, Leslie Minor, Pam Muick – ALT, Terri Pearson-Bloom, Joshua Scott, Francesca Sisto, Rischa Slade–ALT, Lavonne Slaton, Michael Wyly

**Absent:**

Erin Farmer, Curt Johnston, Patrick Killingsworth, Jeff Lehfeldt, Student-Rep

**Call to Order**

The meeting was called to order at 2:06 p.m. by the Chair, Vice President Yulian Ligioso.

**Approval of Agenda**

It was moved by Terri Pearson-Bloom and seconded by John Bilmont to approve the agenda.

The motion passed unanimously.

**Approval of Minutes**

It was moved by Terri Pearson-Bloom and seconded by Joshua Scott to approve the September 16, 2015 minutes.

Michael Wyly joined the meeting at 2:16 p.m.

Discussion:

- Comment was made to add page numbers, hard to follow
- Pam Muick asked if fees were charged for the middle college, minutes were unclear
- Pam Muick asked what the North Phenomenon was. VP Ligioso commented enrollment in Northern California was experiencing a decline, Southern California is experiencing growth. (Phenomenon in the north, not North Phenomenon)
- Pam Muick asked what IEPI stood for. IEPI stands for Institutional Effectiveness Partnership Initiative. VP Ligioso asked the note taker to spell out acronyms when introduced for the first time.
- Pam Muick commented on the adjunct benefits, on page 4, that the minutes state the District does not pay for adjunct benefits. She noted that the District pays a small contribution for adjunct benefits.
- Michael Wyly added that his last name was misspelled on page 4.

The minutes were not approved at this time. Vice President Ligioso asked to review the minutes at next meeting. He added that Laura Convento will send out minutes to committee with tracked changes.

### **Public Comments**

Rischa Slade reported on Transportation. She noted that she read the minutes from the last Fiscal Advisory Committee meeting and wanted to report on the work she has done with Associated Students of Solano College (ASSC) and the Solano Transportation Authority. They are working on an agreement to allow Solano Community College students to purchase bus fare at a 50% discount, which brings the cost to \$7 dollars a semester and \$14 dollars for the school year. She will report back at a future meeting.

### **Strategic Proposal Process**

Peter Cammish, Dean of Research, Planning, and Institutional Effectiveness reported on the strategic proposal process. He commented that last year's process was problematic and there were a lot of new people involved. He brought in a summary sheet of the Strategic Proposals.

### **Last year's approved projects**

Peter Cammish reported two proposals that were approved, one for the Adjunct Athletic Counselor and embedded tutors for Basic Skills. Six proposals are still pending.

Joshua Scott commented on the First Year Experience Program and Drop in lab. He noted that the last stage of the process was not shared with Faculty. He added that these programs have fallen through the cracks, which erodes confidence.

Michael Wyly commented about looking at the process from beginning to end. He commented that programs like UMOJA and First Year Experience are de facto institutionalized programs. He noted key flaws with the process, such as the criteria not being understood, there is no clear revenue stream and the timelines.

VP Ligioso commented that the Strategic Proposal Process began 4 years ago. In 2012-2013 \$200k was allocated for Strategic Proposals and Faculty Development. 2013-2014 \$300k, 2014-2015 \$300k, and 2015-2016 \$300k (\$200k for Strategic Proposals and \$100k for Staff Development). He added that these were coming out of the unrestricted general fund. He noted that recommendations need to be made and how to fund it.

Dean Cammish commented that these were brought to cabinet already. Terri Pearson-Bloom asked why there are proposals submitted for \$219k, if there only so much funding. Of the \$200k, there is about \$140k left.

Action item: VP Ligioso to bring Strategic Proposals back to the Executive Cabinet.

VP Ligioso commented that the college has a \$50 million dollar budget, and \$300k is an insignificant part of the budget. He added it is not a big difference for institutional stability.

Michael Wyly raised the question if this (Fiscal Advisory Committee) is the right place to discuss strategic proposals.

Action: VP Ligioso to bring to Cabinet and to Shared Governance to see how to move forward with Strategic Proposals.

VP Ligioso reiterated that we are spending more money than we are bringing in. The one time funds we are receiving is saving us as an Institution. In 16/17 we will have a big problem, with Prop 30 funds going away and if enrollments are down. As a group we need to work out of this fiscal dilemma, we have larger looming issues we need to address.

Michael Wyly shared his concerns.

VP Ligioso commented that he is not trying to downplay it, but this is a Shared Governance issue. He reiterated that he wants us as a group to look at the big picture.

Joshua Scott commented that he lost confidence in the process, and it's negligence on part of administration and shared governance to not be able to institutionalize programs.

VP Ligioso commented that he had to leave early and John Bilmont will take over on his behalf.

VP Ligioso left the meeting at 2:49 p.m.

Dean Cammish commented that \$700k worth of strategic proposals came in, and the issue was that no one wanted to say no.

Terri Pearson-Bloom commented that the Strategic Proposals may be 2% of the budget, but it represents 80% of faculty morale. She added that this is the only (fiscal) process they know of.

John Bilmont commented that he didn't hear that the proposals were being refused, but the status is not known at this time.

Michael Wyly commented that the process suffered. It was presented that some items could be covered under 3SP or Student Equity, and it was sent back, only to find out later that the proposals shouldn't or couldn't be paid for with categorical funds. He noted that we need to understand what is viable and what is not.

### **Enrollments Discussion**

- Moved to after the Exhibit C Discussion

### **Apportionment Calendar**

#### **CCFS 320**

- Moved to after the Exhibit C Discussion

### **Exhibit C – Advance Apportionment**

John Bilmont presented the Exhibit C, the 2015-16 Advance Principal Apportionment for the College. This information can be found on the Chancellor's Website (<http://www.cccco.edu/>). He discussed the workload measures and a brief overview on how the sections are calculated.

Terri Pearson-Bloom asked about section V.B. (Other Revenue Adjustments, Full-time Faculty Hiring, \$452,744). She commented that the college was not hiring any full time faculty. The question was asked what happens to the money if we don't hire. John Bilmont commented that he will investigate.

Action item: John Bilmont to research what happens to the funds if we don't hire full time faculty.

Response: If the College doesn't hire the College will still receive the section V.B. Other Revenue Adjustment-Full-Time Faculty Hiring dollars.

Michael Wyly asked about Prop 30 and when those funds will go away, and what percentage of revenue each provides. John Bilmont commented that he will get the

information for the group.

Action item: John Bilmont to research Prop 30, when does sale & tax piece sunset, what percentage of revenue do each piece provide?

Response: The Sales Tax piece of proposition 30 sunsets on December 31, 2016. This represents about 19% of Prop 30 revenues. The impact on the CCC may be minimal but is not certain. The PIT (Personal Income tax) sunsets December 31, 2018.

At Least two efforts are underway to address extending Prop 30 tax increases on the November 2016 ballot. The first by CT A – Lets sales tax expire, but extends PIT increases until 2030. The second by SEIU/UHW – Lets sales tax expire, permanently extends PIT increases.

Michael Wyly ask if section IX is the Faculty Obligation Number (FON). John Bilmont commented he will check on that.

Action item: John Bilmont to research section IX.

Response: No, that is not the FON. It is the Statewide Average replacement cost.

John Bilmont commented that section X (unrestored decline as of July 1<sup>st</sup> of current year) is related to section III (Basic Allocation & Restoration), and noted that the amounts are slightly off.

Action item: John Bilmont to report how the unrestored decline fits in.

Response: Answer: Section X is what our CCD is eligible to restore at the beginning of the current 2015-16 year prior to application of the COLA. Section III shows the complete stability restoration when 1.02% COLA is applied ( $[X] \$4,144,567 \times 0.0102$  COLA =  $[III] \$4,186,842$ ).

### **Enrollments Discussion**

Dean Cammish distributed handouts for Enrollment data. He discussed the historical data and trends, and key definitions. Dean Cammish reported to the group how to pull up enrollment data from the Solano Community College Website.

The website path is below:

Home page → Administration → Research & Planning → Interactive Data

→ Enrollment Management Worksheet

He went over a few examples, such as fill rates, breakdown of sections, and demonstrated how to use the online tools.

Rischa Slade left the meeting at 3:30 p.m.

Vice President Leslie Minor joined the meeting at 3:34 pm

A question was asked about the break-even point. VP Minor commented that the break-even point to run a class is 35, but the minimum enrollment is 14 students or 60% of the class max. She also added it is a balancing act, with apportionment and enrollment.

Pam Muick asked about the new Buildings (Bond projects) and if they will be built to accommodate more students. VP Minor noted that we cannot build bigger classrooms if we cannot fill the ones we have. The state makes the determination and that allocation is based on enrollment.

Dean Cammish left the meeting at 3:41 p.m.

### **CCFS 320**

John Bilmont briefly discussed the CCFS 320 – Attendance Report Program. There are two periods, Period 1 (P1) and Period 2 (P2) reported. Data is collected statewide and accounts for all Full Time Equivalent Students (FTES). The report is one of those used to determine apportionment.

### **Other Discussions**

- Terri Pearson-Bloom asked what the capacity is for the large size lecture. VP Minor responded the number is about 30.
- VP Minor commented we are not making good use of our space, especially in the afternoons.
- Neil Glines reported on afternoon English class offerings, which seems to be doing well. (English 1 for 8 weeks, and English 2 for 8 weeks)
- VP Minor added that they are looking into Saturday offerings.

### **Adjournment**

It was moved by Joshua Scott and seconded by Michael Wyly to adjourn the meeting.

The meeting adjourned at 3:54 p.m.

Respectfully submitted by Laura Convento