



**Fiscal Advisory Committee
October 5, 2016
Minutes**

Present

Members: Adil Ahmed, Curt Johnston, Zyra Larot, Jeff Lehfeldt, Terri Pearson-Bloom, Michael Wylly

Advisory: Gregory Brown, Virginia Guleff, Yulian Ligioso

Guests: Laura Convento, Ruth Fuller

Absent:

Members: Erin Farmer, Matt Foster (ASSC), Neil Glines, Lavonne Slaton, Vacant-Faculty

Call to Order

The meeting was called to order at 2:24 p.m. by the Chair, Vice President Yulian Ligioso.

Public Comments

None

2016 Board of Governors Energy & Sustainability Award

Jim Buchanan, Facilities Director reported that three weeks ago, Solano College was honored with the award for Excellence in Energy and Sustainability Award, naming it the State's Best Overall Small District in this category.

SCC won the award for its Exterior Lighting Retrofit project, which included removing the old lighting fixtures and replacing them with new LED technology.

The project costs were approximately \$344,000, funded with \$160,000 of Proposition 39 funds, an investor-owned utility incentive exceeding \$107,000, and \$77,000 of District funds. The College will see reduction of at least 440,000 kilowatt-hours (kWh), with a subsequent energy bill reduction of almost \$40,000 annually.

He noted that the project generated about 760 hours of employment within the community.

Jeff Lehfeltdt asked if we will do more projects, maybe expand on areas we didn't touch, look into the use of gas and water, and how we reduce our overall carbon footprint.

J. Buchanan added that PG&E has other rebates.

VP Ligioso added that we are working with PG&E and look into others we can participate in.

J. Lehfeltdt added we could start looking at water consumption.

- Plants vs. Lawns (school has a lot of grass)
- Sustainable landscape, drought tolerant plans
- Non-potable water/reclaimed water

J. Buchanan noted that most of our water comes straight from the lake, it's not reclaimed.

The group congratulated Facilities and thanked J. Buchanan.

C. Johnston left at 2:30 p.m., quorum was lost.

Barnes and Noble Contract Renewal

In 2011, the College put out a Request for Proposal (RFP) for Bookstore Services, and the two firms that put in bids were Follett and Barnes and Noble (B&N). The College selected B&N, after five years the contract is up for renewal, next month, November 2016.

VP Ligioso provided the historical data, noting that sales and volume have gone down since the high in 2010.

He presented the two offers.

OPTION #1:

Barnes & Noble will reimburse the Solano Community College District up to \$225,000 annually for payroll costs (salaries and benefits) of the current Bookstore classified employees. Under this option Barnes & Noble will pay the Solano Community College the following applicable percentage of gross sales at the Bookstore:

7% of gross sales

OPTION #2:

Barnes & Noble will reimburse the Solano Community College District for all payroll costs (salaries and benefits) for the Bookstore classified employees in place as of July 1, 2016. Under this option Barnes & Noble will pay the Solano Community College the following applicable percentage of gross sales at the Bookstore:

- 3% of gross sales to \$1M
- 4% of gross sales over \$1M

Michael Wyly commented the decline will only get worse, not better. Students by through Amazon, and there are more sources being made available to students. Employee costs go higher and higher.

Terri Pearson-Bloom also added that pricing is not competitive. Other entities are cheaper. She asked if the debt increases were due to declining enrollments.

VP Ligioso commented that net revenues are down, which may be tied to enrollment.

Ruth Fuller commented that we are not efficiently getting books out to students. She noted that the centers need to be beefed up.

The group asked VP Ligioso to renegotiate the options, ask for more money or additional \$30K in text books for the school. The consensus was to recommend Option #2.

Curt Johnston returned at 3:00 p.m., quorum restored.

311 Report

Adil Ahmed, Interim Director of Fiscal Services, reported on the 311 Annual report. He highlighted a few areas.

- In 2015-16, \$5.8 million dollar surplus
- The District received \$4.6 million from the state in one time funds
- There was savings also do to staff vacancies
- In 2016-17, there is a structural deficit of about \$900k
- Prop 55 is on the ballot for November 8th, if it does not pass, the District can potentially lose about \$1.8 million in income.
- Categorical funds – Money received we spend
- He noted the increases in PERS/STRS and Health and Welfare.

VP Ligioso thanked A. Ahmed and his staff. They were the 14th District to complete their report.

Other Items

The group discussed looking into Enrollment Management.

- Discussed positive attendance and the mechanics.
- Training on FTEs, FTEF, WSCH
- Look at efficiency and business of education

Interim VP, V. Guleff discussed starting the meetings up again. Possibly partnering and discussing enrollment management initiatives with FAC. How it impacts college finances.

Audit findings were discussed for classes regarding attendance reports and loss of 19 FTES.

- T. Pearson-Bloom asked why the FTES was backed out.
- M. Wyly asked if we are not mentoring faculty enough. If we do not train the adjunct well enough. He questioned how we do census rosters or if we are effectively equipping our faculty.

Curriculum changes, faculty on board to make those changes.

- Faculty creative with re-looking at curriculum.
- Ideally force real solutions from the ground up.

Adjournment

It was moved by Terri Pearson-Bloom and seconded by Jeff Lehfeldt to adjourn the meeting.

The meeting adjourned at 3:42 p.m.

Respectfully submitted by Laura Convento