



JOINT MEETING:
Financial and Budget Planning Advisory Council (FABPAC)
and Shared Governance Council (SGC)
June 16, 2010 – 2:00 pm
Board Room
Adopted Meeting Minutes

Members Present:

| | |
|--------------------------|--------------------------------------|
| Philip Andreini | Ed. Administrator |
| Richard Crapuchettes | Local 39 |
| John Glidden | ASSC for FABPAC |
| Tom Grube | SCFA |
| Les Hubbard | SCFA |
| Jowel Laguerre | Superintendent/President |
| Mary Lexi Parmer | ASSC for SGC |
| Debbie Luttrell-Williams | CSEA |
| Louis McDermott | Academic Senate |
| Ralph Meyer | Local 39 |
| Mary Ellen Murphy | CSEA |
| Lillian Nelson | ASSC for FABPAC |
| Carey Roth | Chair, VP, Admin & Business Services |
| Jennifer Sandoval | ASSC for SGC |
| John Urrutia | Ed. Administrator |
| Lisa Waits | VP, Student Services |
| Thomas Watkins | Academic Senate |

Absent:

| | |
|-------------------|---------------------------|
| Mary Ann Haley | Academic Senate |
| Derek Graves | ASSC |
| Mary Ann Haley | Academic Senate |
| Jeff Lamb | Academic Senate |
| Barbara Pavao | Academic Senate |
| Kheck Sengmany | Ethnic Minority Coalition |
| Nalini Srinivasan | Director, Fiscal Services |
| Robin Steinback | VP, Academic Affairs |
| Marge Trolinder | Classified Manager |

I. Approve June 16 Agenda:

- Motion (Richard Crapuchettes), second (Thom Watkins), to approve the agenda as presented. Motion passed unanimously.

II. Approve May 19 and June 2 FABPAC Meeting Minutes:

- Motion (Louis McDermott), second (John Urrutia), to approve the May 19 and June 2 meeting minutes. Motion carried unanimously.

- III. Approve Shared Governance Council Meeting Minutes of March 24, April 14, April 28, and May 12:**
- Motion (Kevin Anderson), second (Mary Lexi Parmer) to approve all meeting minutes. Motion carried unanimously.
- IV. Change the “Learning Outcomes Assessment Coordinator” title to “Outcomes Assessment Coordinator”:**
- Dr. Laguerre explained that this position handles “Service Outcomes” as well as “Learning Outcomes,” and taking the work “Learning” out of the job description provides a more appropriate title for this position.
- V. BP 1140, Building Dedication Plaques:**
- BP was reviewed at the May 12 SGC meeting. Motion (Shirley Lewis), second (Kevin Anderson) to approve Board Policy 1140. The motion carried unanimously.
- VI. Accreditation Special Report and Self-Study:**
- Tom Grube advised that the Working Group for Recommendations 1 and 8 are identifying areas where ACCJC concerns need to be addressed. In areas where the ACCJC has complimented progress thus far, this Working Group is identifying areas of continued improvement. They have created a bullet-item list outlining progress made as well as areas of concern. Lillian Nelson stated that they are ensuring that the evidence they need has been identified and collected. In addition, the members of this Working Group spent time with Special Trustee Tom Henry concerning progress of the Governing Board.
 - Shirley Lewis advised that her Working Group, covering Item II-B, Student Support Services, has been meeting and expects to have their first draft in by June 30, 2010.
- VII. Third Quarter Variance Report:**
- VP Carey Roth responded to a prior question on the capital outlay budget. The balance in this budget is comprised of current activities and a budget reservation—or uncommitted dollars as a placeholder (\$8 million). He and the Director of Fiscal Services are working to clear out the reservations and have the budget match the actuals.
 - The vacation payoff of \$93,000 should not be placed under instructional salaries so to not adversely affect the 50% law calculation.
 - At present, there is a projected shortfall of \$1.16 million for 2009-10. The District has about \$14 million in revenue due to us - \$5.3 million property taxes and \$8.5 million apportionment. The state will defer our June revenue to July but it’s still booked into the 2009-10 year. We’re temporarily borrowing up to \$8.2 million from the County treasury again. We have up to 120 days to repay, with a 1.1% interest rate.
 - The District will apply for a TRAN again; however, we can’t draw down from both TRAN and County at the same time.
- VIII. Tentative 2010-11 District Budgets:**

- VP Roth presented the budgets (including a power point) that will get presented to the Board for approval at tonight’s Board meeting.
- Discussion ensued on expenditure assumptions on health & welfare benefits increases, step & column salary increases, future retiree health benefits costs (not just booking it, per GASB recommendation), and utility cost increases, as well as potential apportionment reductions.
- A question was asked on why the District is funding \$225,000 for the retiree health benefits JPA in an irrevocable trust when dollars are scarce. The response is that it’s a GASB recommendation to end the “pay-as-you-go” strategy, and ACCJC requirement to address long-term liabilities. It’s a widespread issue and the amount being proposed is comparatively small.
- VP Roth reviewed the BREM List (budget revenue/expense measures) of proposed reductions to net savings.
- It’s expected the CMF clean-up matter will be finished in 2010-11.
- It was the Chancellor’s advisement to utilize the Special Trustee services. If we remain off sanction, can we subtract it from the budget?
- Dr. Laguerre presented a status of the budgets. He projects a \$2.35 million deficit. An ongoing deficit from 2009-10 of \$853,000 is on top of the current deficit.

Positives:

- People savings: \$504,000
- Things savings: \$757,000
- Total: \$1.2 million

Negatives:

- Health care & salary increases: \$1.2 million
- “Old” deficit from 2009-10: \$853,000
- Election cost: \$250,000
- eCollege: \$20,000
- Total: (\$2.3 million)
- TOTAL DEFICIT: (\$1.06 million)

- The District expects 11 retirements will net \$329,000 because five will be replaced on a temporary basis and five will be backfilled by adjunct. We have to be careful not to replace those positions or the savings will not be realized. It’s still to be determined how this affects the 50% law.
- Dr. Laguerre pointed out that we have to revisit the savings list. He emphasized the need to address the deficit and reductions—we have negotiations that will be coming up.

IX. Vacaville and Vallejo Centers Staffing Proposal:

- Dr. Laguerre reported that about \$700,000 will be expended to provide administrative support for the Centers, to include science lab coordinator (next spring in Vacaville), full-time custodian and full-time groundskeeper for both and security (in evenings, at each center), and one full-time student services specialist at each center. Also looking at a half-time basic skills technician (part tutor, similar to a reading/writing lab tech) at each center. With the remaining dollars, the District will have conversations about new faculty and workforce development needs.

X. Center Status Revenues:

- The District is expected to receive \$1 million for 2009-10; however, allocations are pending on further review of the budgets. We do know that Vacaville needs more supplies.
- The \$1 million augmentation will be an offset to the apportionment and enrollment fees revenues. \$2.9 million in BOG fee waivers is built into our appropriations as well.

XI. Next Meetings During the Summer:

- By group consensus, the next meeting will be a joint meeting again, and scheduled for Wed, July 28.

Dr. Laguerre expressed a “thank you for serving” to both FABPAC and SGC committee members who are either retiring, departing or assuming other positions in the college and no longer on the committees.

Meeting adjourned at 3:45 pm.

Minutes taken by Nora O’Neill and Judy Anderson