

IMPERIAL VALLEY COLLEGE
Budget and Fiscal Planning Committee
Thursday, April 28, 2016, 2:00 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:

Recorder: Mary Carter

✓ **John Lau, VP for Business Services, Co-Chair**

✓ **Matthew Thale, Classified Representative (Co-chair)**

✓ Dr. Nick Akinkuoye, Admin. Rep.

✓ Melody Chronister, College Council Rep.

✓ Dr. Martha Garcia, Faculty Rep.

✓ Jeff Cantwell, Classified Manager/Confidential Rep.

✓ Dr. Michael Heumann, Academic Senate Rep.

✓ Mike Nicholas, Classified Representative

_ Leticia Pastrana, Faculty Representative

✓ Carlos Fletes, Director of Fiscal Services

✓ Karina Lyn Madrigal, ASG Representative

Alternate, Dave Drury for Leticia Pastrana

Visitor(s): Jeff Enz, Dr. Ashok Nainpally, Mary Jo Wainwright

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- A. Call to Order: The regular meeting of the Budget and Fiscal Planning Committee was called to order by co-chair Matthew Thale at 2:02 p.m. on Thursday, April 28, 2016. The meeting was held in the board room.
- B. Review and Approval of Minutes:
1. ***M/S/C (Garcia/Cantwell) to approve the minutes of the April 13, 2016 meeting as presented.***
- C. Reports: none
- D. Update on Previous Discussion Items:
1. 2016-17 Budget – Director of Fiscal Services Fletes presented the latest budget information, which will be emailed to departments. The total deficit, including all items on the list, is \$489,955. At this point, only the dean’s salary has been put into the budget because it was omitted in error. There are items on the list that need discussion with vice presidents and deans, e.g., why are there so many increases in adjunct salaries lines?

Discussion:

- How much of the total budget goes to travel? It is a very small percentage of the overall budget.

- The committee will have to have an in-depth conversation on equipment replacement down the line. The computer refresh program was based on 1,000 computers on campus, there are now 1,300 and growing.
- Planning for post-ownership of equipment is needed at the time of acquisition; maintenance cost needs to be considered; decisions need to be based on planning beyond initial funding; support staff for equipment is needed.
- Budgeting needs to be done for hidden costs; a business plan is needed before equipment of technology is acquired.
- A robust procedure is needed to review grants and MOUs so that the college is not blindsided by hidden or unexpected costs.
- Revenue generation should be included in the evaluation of budget enhancement requests – is there potential for revenue enhancement? Will the item pay for itself?
- An in-depth review of the cost effectiveness of winter session is needed
- Need to revisit distance education, there is an opportunity to grown enrollment especially in view of a stagnant high school population.
- Need to look a program discontinuance; look at data on programs, is the program growing?
- College hour – does the college pay too high a price for the prime time slot?
- Need to look at the best way for the college to do business, how can we be more cost effective?
- There cannot be any sacred cows.
- Everyone got raises, how do we pay for them?
- Triple load classes? It is up to the District to offer triple loads; must be a true triple load; compensation discussion needed.
- Silos need to be broken down, a champion is needed. It is a challenge to create an environment for discussion of institutional issues. Realistic discussion is needed for the good of the institution.
- A change in culture is needed. Ownership, responsibility accountability and authority are needed.
- People in the grandstands are full of ideas, but four people alone cannot do it all. The alternative is sticking with the status quo, which will equal devastation.
- A letter to cabinet is being drafted to address some of the concerns expressed by the committee.

E. New Discussion: none

F. Action Items:

1. Recommendation regarding enhanced budget requests: ***M/S/C Garcia/Cantwell*** to forward the Enhanced Budget Requests Prioritization – Operational Costs to President’s Cabinet with the recommendation that only legally mandated items (average ranking 1 to 1.4) be funded.

Discussion:

- Considering the fact that the budget is flat, enhanced budget requests are a moot point.
- Requests for Lottery funds should not be included due to available categorical funding source.
- True instructional supplies should come from lottery funds.
- If there a way to streamline the prioritization process?

- Why prioritize legally mandated items? The funding has to come from somewhere in a flat budget.
- What proof does the committee have that an item is legally mandated? The committee has to have trust in the integrity of the departments.

G. Other:

VP Lau reported that the board has approved a 3 megawatt solar project which should provide 90% of the College's electricity, and should have saving of \$140,000 in the first year. Over 25 years, it should save the college \$8 million. The project will be on land to the north of campus which is not currently used for educational or classroom use. The project should be on-line in January.

H. Next Meeting: May 11, 2016, 2:00 p.m.

I. Adjournment: Meeting adjourned at 3:35 p.m.