

IMPERIAL VALLEY COLLEGE
Budget and Fiscal Planning Committee
Wednesday, December 7, 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:

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

_ Nick Akinkuoye, Admin. Rep.

_ Mary Lofgren, Academic Senate Rep

_ Michael Heumann, Faculty Rep

√ Zhong Hu, Faculty Representative

√ Kyle Deol, ASG Representatives

Recorder: Mary Carter

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

√ Melody Chronister, College Council Rep.

√ Jeff Cantwell, Classified Manager/Confidential Rep.

√ Mike Nicholas, Classified Representative

√ Carlos Fletes, Director of Fiscal Services

Visitor(s): Bill Gay, Suzanne Gretz, Mary Jo Wainwright

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- A. Call to Order: The meeting was called to order by co-chair Matthew Thale at 2:10 p.m. on Wednesday, December 7, 2016. The meeting was held in the board room.
- B. Review and Approval of Minutes: ***M/S/C Fletes/Cantwell to approve the minutes of September 1, and September 7, 2016.***
- C. Reports: none
- D. Update on Previous Discussion Items:
1. 2016-17 Budget
 - a. Winter/Spring enrollment: Melody Chronister reported that Spring enrollment is down; fill rate is 84%. A list has been generated of student who registered for Fall but not for Spring (approximately 1,000 students). Student Services will contact them to try to find out why they haven't returned. It appears half of the student owe fees, which causes a hold to be placed on registration.
 - b. Impact of probable enrollment shortfalls: Although the State gives districts three years to restore enrollment, many types of funding are based on FTES. The District needs to determine what factors are affecting enrollment and whether declining enrollment is our new reality. Carlos Fletes reported that the state is paying IVC based on 7,111 FTES,

but last year's actual was 6942. The state does not show IVC in stability yet, but that should happen at the next Principal Apportionment.

VP Lau stated that the College has a structural deficit because on-going expenses are greater than on-going revenue. IVC would be in an actual deficit if it was not receiving one-time money in 2015-16 and 2016-17. The college is budgeting zero growth, and it is unknown when, or if, the State will increase funding per student.

- c. Student fees owed/receivable practices: What is the value of the fees owed? What is the size of the problem? More information and further analysis is needed. IVC needs to be creative to find solutions because apportionment is reduced by enrollment fees charged, whether we collect from students or not.

E. New Discussion:

1. 2017-18 Budget Guidelines: Carlos Fletes presented Budget Guidelines for the committee to review and bring back for approval in January. The budget process will begin in February. Budget input will be in Banner, not in SPOL. A status quo budget will be loaded into Banner, and three budget years will be available (current, prior and new). Cost centers should have a net zero budget (no overall increase). Enhanced requests will be put into SPOL.
2. 2017-18 Budget Calendar: Carlos Fletes presented a draft budget calendar based on traditional budget deadlines, rather than the Master Calendar used the past few years.

F. Action Items:

1. Committee Self-Evaluation Form: ***M/S/C Chronister/Lau to approve the 2015-16 Committee self-evaluation form.***

G. Other: None

H. Next Meeting: January 25, 2017

I. Adjournment: Meeting adjourned at 3:30 p.m.