

## College Council Minutes - DRAFT

August 25, 2015

2:00 pm

Rm 216, LTC

**College Council Members:** Luz Aguirre, Diane Boynton, DJ Singh, Elizabeth Dilkes Mullins, Fred Hochstaedter, Wendy Bates, Scott Gunter, Francisco Tostado, Kevin Haskin (for Loran Walsh), Monika Bell, Lyndon Schutzler (non-voting), Paola Gilbert, Larry Walker, Kiran Kamath, Laura Franklin, Stephanie Perkins, Suzanne Ammons, Walter Tribley, ASMPC Rep.

Absent: ASMPC Rep,

Guests: Rosemary Barrios, Connie Andrews

### 1. Minutes:

- a. **August 11, 2015:** Fred motioned to approve the minutes and Laura seconded; the minutes were approved with changes as noted, none opposed and three abstentions due to attendance (Wendy Bates, Elizabeth Dilkes Mullins, and Kevin Haskin).

### 2. Board Policies:

### 3. Information Items:

#### a. Classified Positions:

- i. **Accounting Specialist III –replacement (Rosemary Barrios):** The position was presented and questions invited.

### 4. Action Items:

#### a. 2015-16 Final Budget DRAFT - Dr. Tribley):

- i. **Chart UGF Rev Exp 2015-16** Dr. Tribley reviewed the handouts (charts) which form the basis of the Final Budget, presented today for a second reading and action. He noted the changes made since the Tentative Budget which included the following:
  - This budget is a balanced proposal (expenses and revenues match).
  - No elections of board members this year will provide one time savings.
  - Increase in cost of Stop Loss Insurance. This is the insurance which protects the district from excess losses as a result of very large medical claims.
  - Staffing/Reorganization and PIO, Facilities, Marketing from the August 11 spreadsheet are now collapsed into one line for today's **One Time Rev & Exp-UGF** spreadsheet for \$471,000.

Dr. Tribley explained how our current total ongoing revenue of \$38,124,359 is considered as our base funding and includes the new ongoing allocation of \$2,020,115 and new ongoing FT Faculty allocation of \$426,501 added for 2015-16. Subtracting budgeted expenses of \$39,297,652 produces the budgeted deficit figure of \$1,173,293. The new one time block grant of \$3,559,876 minus one-time budgeted expenses of \$2,386,583 offsets the deficit figure for a balanced budget. Dr. Tribley reviewed where the money is going and reminded all that actual expenses will be different, as the year progresses.

Dr. Tribley reviewed the one-time expenses, further explaining the ERP Preparation, Interest-Based Bargaining services and Consultant services for identifying where efficiencies can be found. He further clarified that as an ongoing practice, one time funds should not be used to cover ongoing expenses, the focus in 2015-16 is to work through

additional ways of finding efficiencies in order to reduce the deficit and this requires some use of one time funds. New efficiencies, once implemented, will produce ongoing results to help “right size” the College and reduce the structural deficit. Enrollment growth funding is limited as the State will only pay for growth up to 1%, although some stability funding is available to capture this year. We still want to reduce our reliance on contracts.

Members expressed gratitude for the many months of budget discussions and review. This has supported a better understanding of the challenge of developing a budget as well as an understanding of the complexities in comparing budget and actual figures.

The question was asked as to what types of efficiency driven changes might be envisioned for the future MPC. Dr. Tribley described what some of those changes could include:

- College classes in high schools (similar to what other colleges are already doing). Class size norms differ between high school and colleges.
- We will be in a position to have a strategy and timeline for procuring an ERP (perhaps one year from now),
- Consultants will examine operations and provide recommendations for our consideration; we will then examine and need to decide what to implement,
- Class size efficiencies: Approximately 100 class sections are currently showing low enrollment. To improve scheduling efficiencies, the divisions will be provided with metrics and information to allow better scheduling strategies resulting in improved class sizes without adversely impacting access to needed course offerings. This will reduce instructional costs.

Member comments included the following:

- The process of supporting “productivity” by adding classes based on demand while also working to reduce reliance on external contracts is complex.
- Should consideration be given to wait a year before utilizing the \$471K (staffing and reorganization) pending consultant recommendations? It was explained that this funding should be considered a placeholder; the District intends to be proactive and responsive to recommendations which may come forth from the consulting group.
- The College must turn its attention to scheduling and enrollment issues as that is our revenue stream. Currently there are 1100 sections where enrollment averages 21-22 students and this is not cost effective. A retreat is planned for the purpose of reviewing and addressing enrollment issues.
- MPC does have a process for funding allocations and decisions driven by the Planning and Resource Allocation Process, action plans and program reviews. The unique challenges presented in 2014-15 created a difficult climate in which to follow regular processes and the immediate problem of dealing with a structural deficit changed the dynamics in this college’s operations. Now that members of College Council have a better understanding of the budget, the focus in 15-16 will be to return to regular planning processes and maintain regular committee meetings in support of those processes.

Dr. Tribley reported on the prospective auditing consultant groups being considered:

- FCMAT (Fiscal Crisis & Management Assistance Team): Focus is on fiscal matters, processes for hiring, contracts and agreements, facility use charged.
- Collaborative Brain Trust: Focus is on a wider and more comprehensive study of operations, fiscal matters and complex challenges of identifying services which are needed. CBT members consist of retired CBO’s, faculty and classified

Chancellor's Office personnel and others who come from corporate and university sectors with vast experience and ability to address a broad range of issues.

- School Services of CA – used by the classified union and highly regarded with their knowledge of the budget; members are primarily from K-12 schools.
- Cambridge West – is also being considered.

Costs information is forthcoming and varies for each firm and this is targeted to come to the September board meeting. Members expressed the desire for an open forum of some sort and openness in conducting the audit so that broader campus input is collected in order to establish trust early on. The campus must be prepared to take action and make change in accordance with the auditing consultants' recommendations. Some of the politically charged topics which could come under scrutiny could include class size, reassigned time, low salaries and high medical costs. MPC has made tremendous efforts to serve the community in the area of Lifelong Learning and needs to make the same effort to serve students entering the workforce.

The Final Budget is scheduled for Board presentation at its special meeting of September 14, 2015. Dr. Tribley explained that College Council is being asked to vote on recommending the budget to the President based on consensus with the budget on the whole, and the philosophy behind it rather than with each line item. Members expressed gratitude for the current format used which makes the budget easier to understand than in the past and for the items listed which address the Accreditation Team's recommendations. Diane called for a motion on this second reading of the Final Budget. Fred motioned for approval, Francisco seconded the motion. The motion carried with none opposed and no abstentions.

*College Council recommends the 2015-16 Final Budget –DRAFT be forwarded to the Board by the President/Superintendent for its consideration and approval.*

**5. Meeting Calendar:** Diane reminded the group that in September we will need to review our planning from last year.

**a. Next meetings? Sept 8th.**

**6. Campus community comments:**

- Francisco: Outreach invitations beginning to arrive; the campus will begin responding.
- Scott: BMC 205 is a newly refurbished computer lab.
- Fred: Flex day survey is out via All Users for all to respond to.
- Dr. Tribley commended Connie on working through these last few months to help with the budget. She will be retiring with her last day as August 31.
- Stephanie: EOPS and CARE have been very busy serving between 100 and 200 students every other day.

*Items for future meetings:*

- **Campus forums to discuss Ed Master Plan and Resource Allocation**
- **Technology Bond**
- **Auditing courses: exploration of opportunities/challenges**
- **Policy/process for reorganization**