

**IMPERIAL VALLEY COLLEGE**  
**Budget and Fiscal Planning Committee**  
**Wednesday, October 14, 2015, 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

✓ Valerie Barrientos, ASG Representative

Alternate(s): Dave Drury, Academic Senate Rep.

Visitors: Jeff Enz, Dr. Ashok Nainpally, Efrain Silva, Mary Jo Wainwright and David Zielinski,

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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 2:03 p.m. on Wednesday, October 14, 2015. The meeting was held in the board room.
- B. Review and Approval of Minutes:
  - a. ***The minutes of the September 30, 2015 meeting were approved unanimously as presented.***
- C. Reports: none
- D. Update on Previous Discussion Items:
  - a. 2016-17 Budget:
    - Carlos Fletes, Director of Fiscal Services reported that no new information has been received from the State.
    - VP Lau stated that a major revision to the budget will occur after negotiations are completed. An assessment of revenue and enrollment targets needs to be done at mid-year (after census). The assessment will improve accountability, and help eliminate surprises at year-end. Budget variances should be decreasing.

- The committee discussed the challenges of filling classes that are added after the schedule is printed. Classes that are not included in the schedule do not perform as well. Member Chronister suggested a task force on short term pathway classes.
- The committee discussed the funds for hiring new faculty, and the timing of new hires. Dr. Martha Garcia stated that the ideal time to advertise for new faculty is between now and January. Dr. Naimpally stated that the college needs to hire strategically, promote A.S. degrees for transfer and market the institution.
- VP Lau stated that a significant upcoming need is planned replacement of two electric transformers, approximate cost \$350,000 each. The transformers are at least 15 years past their expected life. Failure of a transformer would result in a shut down of the campus. VP Lau suggested putting aside money over the next two or three years in order to be pro-active in addressing the need. VP Lau was asked about the availability of deferred maintenance funds or physical plant block grant funds. VP Lau will report back to the committee after discussion with Academic Services and Information Technology on the plan for use of block grant funds. Dave Drury asked about resurfacing the tennis courts; VP Lau stated that it will cost at least \$500,000 and the courts may need to be completely redone.

E. New Discussion: None

F. Action: 2016-17 Budget Guidelines

- a. ***M/S/C Garcia/Drury to approve the revised Budget Guidelines for 2016-17 (see attachment).***

Discussion: Director Fletes stated that the budget needs to start with a true status quo budget in the 4000, 5000 and 6000 accounts, anything in excess of the status quo needs to go into the enhanced request section.

G. Other: SPOL Task Force

Dean Efrain Silva reported that a task force has been formed to evaluate the value and effectiveness of SPOL, and to discuss possible alternatives. The committee discussed the deficiencies with SPOL as a budgeting tool, for example having to extract data manually for each resource committee. VP Lau stated there is a need to streamline the budget process. Because all budget data resided in Banner, perhaps Banner should be the primary budgeting tool.

The committee agreed that the task force needs to evaluate SPOL holistically, taking into account training issues, high expectations, limitations of the program in regards to budget, implications for the Accreditation response which references SPOL heavily, the investment that has already been made in the software, gaps of up to a year between uses of SPOL, the need for hundreds of faculty members to input SLOs and problems with support.

H. Next Meeting: TBA because of Thanksgiving holiday

I. Adjournment: Meeting adjourned at 3:25 p.m.