

Sue Johnson, Linda Kamaila , Dave Keebler, Deborah LaTeer , Darlene Melby,
Mary Anne McNeil, Peter Sezzi

Absent: N/A

The meeting began at approximately 8:36 a.m. in the

continuous quality improvement, the site will be expanded over the next year to include additional procedures and forms and enhancements based on user suggestions. There is a dedicated %~ **^•đ}•Đ^ààæ\Á\Á à@Á@ÁãÁ[Á{ }][^^•Š@Á:[çã^Á~**^•đ}•Á;Á@Á^çÁ:[~]Á of forms and procedures to be included as well as any enhancements to the site.

FY13 ADOPTION BUDGET

Sue explained that the approved State budget assumes the passage of Proposition 30. She further explained that Prop 30 must pass by 50% plus one vote. Further, it must receive more votes than Proposition 38, which is also on the November ballot. The State budget also includes \$50 million in growth funding, which would result in approximately \$1 million to VCCCD.

She provided a budget scenario for FY14 based on passage/failure of Prop 30.

FY14 Revenue (scenario)

<u>Passage</u>	<u>Failure</u>
\$1.0 million growth (from FY13*)	\$2 million contingency
\$2.0 million contingency (FY13 Adoption)	<\$8 million triggers>
<\$3-\$4 million> inflationary expenses	<\$3-\$4 million> inflationary expenses
Revenue = flat	<\$9 million shortfall)

*Growth dollars are not budgeted the year they are earned; they are budgeted in subsequent years.

Narrative

A rough draft of the narrative was distributed. The narrative highlights the assumption that any revenue shortfalls beyond those included in the FY13 adoption budget will be covered by the use of reserves, there will be no mid-year reductions to the operating budgets; and any use of reserve will result in reductions in FY14. The final narrative will be emailed to DCAS members for further input by email.

General Fund - Unrestricted

The General Fund . Unrestricted fund pages were discussed.

Reserves

The Reserves page of the Adoption Budget was discussed. Sue explained that the beginning balance of \$21.9 million includes the \$2 million contingency protection against triggers. All budget

Parking Services

The parking services (campus police) budget continues to utilize remaining fund balance despite recent restructuring and reduction in coverage/officers. This budget will continue to be closely monitored.

Special Revenue Fund

This is the first full year for the Oxnard College Culinary Arts & Restaurant Management (CRM) Instructional Lab. This budget is an estimate and will be monitored closely.

Child Care Centers

All three locations are struggling financially. Dialog will continue regarding desired services. If budget shortfalls continue, it could result in encroachment on the general fund or continued down-sizing of the centers.

Bookstore

The bookstore revenues continue to decline as more alternatives are available to students. We need to continue to educate faculty on the availability of used text books and alternative options, and be responsive to the text book environment through changes in operations. Darlene Melby is working with bookstore staff regularly to improve operations.

Vending

The vending budgets are best-guess estimates as this will be the first year of vending-only food service. Since this mode of operation is new, there is no comparison to current year.

Capital Projects

The Capital Projects fund budgets were presented

The Adoption Budget (with changes as discussed) was unanimously approved by DCAS and the committee recommends it be presented to the Board of Trustees for approval on September 11, 2012.

NEXT MEETING

Thursday, September 20, 2012 . 8:30 a.m.

Agenda items:

- Budget Allocation Basic Principles
- Review of Allocation Model (narrative and calculations)
- Review of Infrastructure Funding Model

Meeting was adjourned at approximately 11:43 a.m.