

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**  
District Council of Administrative Services (DCAS)

Thursday, October 18, 2012

**NOTES**

Attendees: Blanca Barrios, Dana Boynton, Dominga Chavez, Riley Dwyer, Erika Endrijonas, Steve Hall, Iris Ingram, Sue Johnson, Linda Kamaila, Dave Keebler, Deborah LaTeer, Darlene Melby, Mary Anne McNeil, Peter Sezzi

Absent: Mike Bush

The meeting was called to order by Co-chair Sezzi at 8:35 a.m. in the Thomas G. Lakin Board Room at VCCCD.

Ms. Johnson introduced and welcomed Dana Boynton as the new classified representative from Ventura College.

**APPROVAL OF NOTES**

Steve Hall requested a few minor changes to the notes regarding his statements. With suggested changes, the notes from the September 20, 2012 meeting were approved by consensus.

**Review of (continued from 9/20/12):**

Sue re-iterated that although each item of the review process may take considerable time, it is important to review thoroughly and ensure everyone's understanding and concurrence. Items not discussed or completed will be carried forward to next meeting until the process is complete.

**Timeline and Process for Budget Development:**

The Timeline and Process for Budget Development chart was distributed. Sue mentioned that this page is included in the FY13 Adoption Budget book but should also be a part of DCAS's review process and we be included in the planning manual. A suggestion was made to clarify the "Vice Chancellor" by adding Business and Administrative Services. This change will be made throughout the document. There was a discussion on how/who recommends to the Board (i.e., DCAS?, Consultation Council?, Chancellor?) The document will be changed to read, "DCAS recommends . . . . . to the Board through Consultation Council". Other than those changes, the committee felt it was effective to keep the timeline/process on a single sheet and only include those key items now presented.

**Infrastructure Funding Model:**

The Infrastructure Funding Model was distributed and discussed. After some discussion of the possible anomalies as this first year, it was agreed that the model should stand as initially approved for a couple of years before considering changes.

**CLASS SCHEDULE DELIVERY ALLOCATION (Impact of Full-time faculty RIF on college budgets): L**

side and allocation side of these scenarios. Basically, the money follows full-time faculty, which is different than with classified staff. The Model allocates resources but it does not require the allocation to be spent in a particular way. Although spendable dollars do not shift in some of the above scenarios, there may be greater or less flexibility in offering classes. Once again, Sue offered to attend, if invited, any meeting to further explain the workings of the Model.

Meeting was adjourned at approximately 11:02 a.m.

Next meeting topics:

- 2012-13 Board of Trustees Goals and Objectives – Action Steps
- DAC Allocation
- FON