



West Valley - Mission
Community College District

DISTRICT COUNCIL - APPROVED SUMMARY OF THE FEBRUARY 8, 2016, MEETING

Present	District Council Member	Representing:
X	Bennett, Rick for Peck, Daniel	Administrator, MC President
X	Kinley, Laurel for Ceresa, Melissa	Classified, Classified Senate President, WVC
	Chim, Ngoc	(non-voting) Director of Fiscal Services
	Vacant	Faculty, Mission College
X	Fenton, Pat for Davis, Brad (Davis arrived at 2:11)	Administrator, WVC President
X	Farnsworth-Ryan, Cheryl	Administrator, District Administrative Services Representative
X	Hou, Erik	Student, Associated Student Government President, MC
X	Johnson, Tracy	(non-voting) Recorder
X	Maduli, Ed	(non-voting) Vice Chancellor, Administrative Services
X	McGowan, Sean	Classified, District Administrative Services Representative
X	Lopez, Maria	Classified, WVMCEA President
	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
X	Pape, Eric	Faculty, Academic Senate President, WVC
X	Denne, Mike	Classified, Classified Senate President, MC
	Schmitt, Patrick	(non-voting) Chancellor
	Sebo, Johnathan	Student, Associated Student Organization President, WVC
X	Sobczyk, Joanna	Student Representative, Mission College
X	Wasserbauer, Ann Marie	Faculty, ACE President
X	Williams, Debra	Administrator, Managers Association Representative
X	Winsome, Thais	Faculty, Academic Senate President, MC
	Vacant	Student, WVC
<u>Others</u>		

The meeting was called to order at 1:37 p.m. by acting facilitator Sean McGowan.

1. Order of Agenda

Tracy Johnson pointed out that Items 7 and 8, listed as 1st Quarter Financial Report and 311 Report, should instead be '2 Quarter' reports.

Action taken: It was M/S/P (Farnsworth-Ryan/Wasserbauer) to approve the Order of the Agenda with the change noted above.

2. Oral Communications

There were none.

3. Approval of the Minutes

Action Taken: It was M/S/P (Winsome/Pape; Kinley abstained) to approve the minutes of the November 9, 2016, meeting.

Action Taken: It was M/S/P (Pape/Wasserbauer; Kinley abstained) to approve the minutes of November 30, 2015, meeting.

Action Taken: It was M/S/P (Farnsworth-Ryan/Kinley; Williams abstained) to approve the minutes of the January 22, 2016, meeting.

4. Review of the February 16, Draft Board Agenda

Vice Chancellor Ed Maduli reviewed the draft agenda for the February 16, 2016, Board of Trustees Meeting, which will be the Board Budget Workshop.

In addition to a number of items of routine business, the agenda will also include acceptance of a \$1 million California Apprenticeship Initiative New and Innovative Grant to Mission College, an update of the Measure C Project Priority List, and the review of Mission College's Accreditation Report.

5. College Enrollment Update

Enrollment at both Colleges is on-target for this time of the semester, and each College expects to meet its enrollment goals. Vice Chancellor Maduli requested that enrollment reports be given in reference to the semester's goal rather than in reference to enrollment at this time in the last year.

6. Banner Implementation Update

Mr. Maduli reported that Fiscal Services' implementation continues to be right on-schedule for cut-over on July 1. The 2016-17 Tentative Budget will be loaded into the new system. In-depth training and testing will continue through April. Human Resources is working intensively on its business process mapping and planning for the move to Banner.

7. 2nd Quarter Financial Report

Mr. Maduli reported that the report is in-line with expectation, with expenditures in most funds being at about 50% of expectations. However, only about 21% of Fund 120 has been spent. He reminded all of the firm deadlines for the year-end close. Mr. Bennet said that a faster approval turn-around time in purchasing would be of assistance as the year-end nears and Mr. Maduli said that a buyer has just been hired.

Mr. Maduli said that Fiscal Services provides the Colleges with their financial data, and that the Colleges are doing a good job of managing their funds. He indicated that the parking and bond funds are doing well, as is the child development fund. He noted that the enterprise funds belong to the College, and that there may be a \$5 million ending balance. This money is carried-over for the Colleges, but he pointed out that one or two Board members follow this very closely.

Action taken: It was M/S/P (Winsome/Fenton) to approve the 2nd Quarter Financial Report.

8. 2nd Quarter 311 Report

The 311 Report shows the District to be in good shape financially and that there are no problems. This is a good time for the District to look ahead and make sure that there will be no glitches that could have been prevented by planning at this stage. He said money should be put into the OPEB trust and the District should examine refinancing the bond program.

Action taken: It was M/S/P (Bennett/Kinley) to approve the 2nd Quarter Financial Report.

9. Facility Bond Program Update

Mr. Maduli distributed and discussed an update on the Measure C and Measure H Bond Programs. (Will be attached in the posted version of the approved minutes.) There was discussion regarding the facilities needs that will not be met with the current bonds, and the potential need for a future bond. He said that the Colleges should begin looking at their programs and what will be needed. There will be many discussions as the District moves forward with the E&FMP process.

10. Other

Mr. McGowan briefly updated the group regarding the Classification and Compensation Study. All classification specifications have been loaded onto a website and these recommendations from the consultants are ready to view. A link will be sent out, and Mr. McGowan reminded that all constituencies should review the recommendations.

Ms. Kinley indicated that a review of the 2015-2017 District Goals will be coming up. Anyone wishing to participate on the subcommittee should let her know.

Tracy Johnson pointed out that, with Max Crumley's retirement, there is an opening on Council. (Council's fourth faculty member should be from the College opposite that of the ACE representative, so that each College will have two faculty members on Council.) Mission's Academic Senate will make an appointment.

11. Announcements

There were none.

12. Future Agenda Items

- Distance Learning Goals, Objectives, and Policies

The meeting was adjourned at 2:25 p.m.