EL CAMINO COLLEGE

Planning & Budgeting Committee

Minutes

Date: August 2, 2018

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MEMBERS PRESENT

[x]  Amy Grant – Academic Affairs

[ ]  Ken Key - ECCFT

[x]  David Mussaw - ECCE

[x]  Rory K. Natividad – Chair (non-voting)

[x]  Jeff Hinshaw–Administrative Services

[ ]  Jackie Sims -Management/Supervisors

[ ]  Ruben Lopez – Campus Police

 [x]  Greg Toya – Student Services

 [ ]  Chinua Taylor-Pearce – ASO Student Rep. [ ]  Josh Troesh – Academic Senate

 [x]  Jose Anaya – Community Advancement

Alternate Members:

Support: B. Fahnestock, A. Leible, J. Miyashiro, R. Miyashiro, J. Shankweiler

Other Attendees: A. O’Brien, C. Jimenez

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The meeting was called to order at 1:04 p.m.

Approval of the July 19, 2018 Minutes

1. The minutes of July 19 was presented to the committee and was approved as presented. The minutes will be posted to the website.
2. R. Natividad announced there would probably be a special session of PBC on either August 22 or 23 so the committee can recommend the draft of the final budget to the President.

Budget Assumptions– B. Fahnestock

1. It was announced as of right now there is no additional news on this topic. The Chancellor’s office sent out advance apportionment informing everyone what they would be receiving next year. This was even less than what they had sent us with their model.
2. Pertaining to the four scenarios which were discussed last time regarding our funding formula, we ended up using the scenario where we borrowed everything. With borrowing everything from summer and putting it into last year, so this current year our enrollment is going to be reportable at about 17,000 FTES if we stay about the same.

New Reporting Application – B. Fahnestock

1. A presentation was given on the new finance reporting application. To get to the application you go under MyECC, log in, and go under ECC links. The application is listed as Financial Reporting Application (Simpler Systems). This system can be accessed from home or off of your phone.
2. The idea of this system is not a set of reports but it is a tool to let you ask almost any question regarding the information. Everyone’s home page will be unique to them. Various reports you create and run can be saved and managed on your home page. The data is synchronized every day around 2:00 a.m. As we move forward we may try to have it synchronized more times during the day. News and information can also be sent out under the News & Announcements area.
3. The icons on the left side of the page were reviewed. The last icon at the bottom (i) can assist with quick start guides and various videos to help with training on this site operate. There is also a how to booklet you can print out. Right now there are only tabs for home and fiancé. Further down the road other tabs such as student records, accounts receivable, etc. may be created. This system is not for accounting people but for everyone else who is responsible for budget/budget information.
4. We are organized by vice-presidents, divisions, and then departments. In the current financial system we can run a report by fund (everything is rolled together) or by departments. B. Fahnestock ran various reports to show how the system works.
5. Every report has a URL which assists with sharing the report information with another user. You just copy the URL, put it in an email and send it off to the person. You can also look at information pertaining to purchase orders. Reports you run can also be saved to your home page under shared shortcuts and can be shared with others you know who can benefit from this information.

ECC Bond Rating Update– B. Fahnestock

1. We received our bond rating back and our Standard and Poor’s rating was upgraded (AA+). Our rating from Moody’s is the same (AA1). They have us at a rating that is as high as a school district that is not basic education can receive. These ratings will help us as our bonds will now sell for more money.

Adjournment

1. The meeting adjourned at 1:52 p.m. The next meeting is scheduled for August 16, 2018 at 1:00 p.m. Location to be determined later.

RKN/lmo