



**FISCAL STABILITY TASK FORCE
MINUTES**

November 2, 2004

Joe Newmyer called the meeting to order at 3:40

Roll Call

Members Present: Cuaron, Davis, Doran, Dowd, Eckman, Gommel, Gordon, Jay, Kratcoski (for Lopez) Madrigal, McCluskey, Miyamoto, Neault-Kelber, Newmyer, Roth, Smith, Townsend-Merino, Versaci

Members Absent: Frady, Metzger, Springer

Guests: Good, Bean

I. **Approval of Minutes** - (MSC Davis/Doran) The approval of the minutes of September 21, 2004 and October 5 2004 were approved as corrected and will be posted on the Palomar web page: www.palomar.edu/committees.htm

II. **Reports from Sub-Group meetings**

There was no report from Sub-Groups 1 & 4 because they did not meet on October 26, 2004.

The progress of Sub-Group 2 was outlined in detail. The sub-group agreed that prior to developing a budgeting model it was necessary to identify principles, which guided the work of the group. It was agreed that any budgeting model must include student success as an overarching vision. It should also include consideration of the level of service to be provided campus-wide (e.g., 24/7 service), actual versus budget variance analysis, requirement for justification of expenses and a 3rd party review procedure (RAC) and a response to accreditation standards. There was agreement that the idea of establishing *Guiding Principles* was a good place to start and that a budgeting model developed could probably be linked to the Institutional Review process adopted last year. In addition, any model must ensure that the college meets the requirements of the new accreditation standards. The *Guiding Principles* that were established by Group 2 were presented in the notes of this meeting and were discussed by FSTF.

The notes for Sub-Group 3's October 26th meeting were discussed. Group 3 agreed that they liked the approach of *Guiding Principles*. It was agreed that *Guiding Principles* for the work of this group must include an emphasis on a review of the current organizational structure, while ensuring that it meets the accreditation requirements and incorporates the values, mission, vision and goals of the existing strategic plan. The group agreed that the overarching assumption for any work of this group is that the outcome must entail no layoffs and that they meet the goal of right-sizing the budget by eliminating deficit spending without anyone losing

their job. The *Guiding Principles* that were established by Group 3 were presented and discussed.

FSTF will present a mid-year report to SPC for its November 16, 2004 meeting and FSTF will consider a request that a presentation of the work accomplished thus far by FSTF be reported to the Governing Board at its December board meeting.

A brief report of the October 12 meeting of Sub-Group 1 was presented with a handout of the "Gooder Community College District General Fund Expenditure Comparison." There were questions of the accuracy and comparability of this information based upon how different colleges report data. Sub-Group 1 will provide information from the Chancellor's Office Fiscal Data Abstract document at the next FSTF meeting.

III. Budgets

IV. Status Report for SPC

V. Other

The agenda was moved to a discussion of a request by Dr. Jones. He would like to "go out" immediately to fill the Vice President, Human Resources Services position. There was discussion on whether the position should be reclassified to a Director versus a Vice President. The Task Force members requested that the Vice Presidents indicate to Dr. Jones that there is no rush to fill this position and there needs to be much more dialogue in the FSTF review process. The group also requested that the new President have an active role in hiring the permanent VP positions.

Meeting adjourned at 5:05

The next meeting is scheduled for 3:30 p.m., November 16, 2004
Room SU-18