

**Fiscal Monitor Ken Stoppenbrink's Report to the Chancellor's Office
Communications, Correspondence, and Meetings
January 1, 2022 through January 31, 2022**

NOVEMBER 2019 FCMAT RECOMMENDATIONS

1. NEGOTIATIONS

The Sunshine Article Proposal is scheduled for approval at the February 1 Governing Board meeting. The District will be negotiating Article 10 – Compensation and Article 12 – Classification with the Council of Classified Employees (CCE) during the Spring '22 term.

The District is actively negotiating Article 4 – Workload with Palomar Faculty Federation (PFF), and will start negotiating Article 15 – Compensation between February and March. The three-year renewal of the PFF contract will occur at the end of the academic year, providing the District with additional opportunities to review these articles as well as others.

Revisions to the Classified Staff, Confidential and Supervisory Team (CAST), Administrative Association (AA) handbooks will begin, through the meet and confer process, starting on February 17, 2022.

2. INTERNAL AUDIT & PROCESS EVALUATION

No Activity

3. MANAGEMENT STRUCTURE

No Activity

4. BUDGET DEVELOPMENT

The State of the Budget was held on January 26. Assistant Superintendent/Vice President Ambur Borth reviewed the 2022/23 Governor's Proposed Budget. The budget committee will reconvene their meetings beginning in February 2022.

5. ENROLLMENT MANAGEMENT

Deans are goal setting to align with the goals of the Governing Board and Superintendent/President. During the Governing Board Special Meeting on January 18, presentations were made to the Governing Board on Enrollment Management (Marketing/Outreach/Retention) and Student Equity and Achievement.

6. DATA INTEGRITY

The Office of Institutional Research and Planning implemented its data verification process to evaluate MIS data used in the Student-Centered Funding Formula (SCFF). The process models the Chancellors Office's calculations. It examines the MIS submissions and the data in PeopleSoft. The data output showed alignment with the SCFF report provided by the Chancellors Office, and as a result a resubmission of MIS data was not needed. The implementation of additional MIS data validation processes before submission is on-going.

7. POSITION CONTROL

Executive cabinet continues to review recently vacated positions on a weekly basis and, through this process, positions are approved for recruitment. On a quarterly basis, the executive cabinet reviews vacant positions that may or may not be funded in the general fund budget. Positions within each division are prioritized and then the executive cabinet determines which vacant positions can move forward for both budget and recruitment. This review also identifies vacant and budgeted positions that can be deactivated and removed from the budget. The next quarterly review is scheduled to occur in February.

8. PROFESSIONAL DEVELOPMENT

No activity

9. BOARD

The Governing Board held their regular meeting on January 4, 2022. At the meeting, they announced that due to the spike in COVID cases, all future meetings would be held remotely until further notice. There was an announcement from the Closed Session regarding a settlement agreement approved with Gilbane Construction, Inc. and Structures West, Inc. for \$ 125,510. There were reports received from the PFF, CCE, CAST and AA leaders.

Progress on the Governing Board training report was reviewed. There are a number of trainings that are required and this report provided a look at the progress and what still needed to be completed by each trustee.

Monthly reports were presented to the Governing Board by the Superintendent/President and Assistant Superintendent/Vice Presidents. The Governing Board approved the use of funds from HEERF grants to secure professional consultants that would review and make appropriate recommendations for construction projects.

There were several policies approved by the trustees, after discussion on them. There were travel expenses approved for the trustees to attend the annual CCLC conference in late January.

A special meeting was held by the Governing Board on January 18. I was unable to attend the meeting. Dr. Rivera-Lacey, Superintendent/President has provided the summary below.

During this meeting the trustee reviewed initial redistricting maps as presented by the contracted demographer. A public hearing was held during the meeting as well, and the trustees received a proposed redistricting map from a member of the public. The Governing Board has scheduled two virtual public sessions on January 29. The sessions are designed to encourage and gain additional feedback from the voters in the District. The Governing Board also received a report on Marketing, Outreach and Retention and Student Equity during the meeting.

10. OTHER

No Activity

NEW FCMAT RECOMMENDATIONS JANUARY 2021

1. ESTABLISH A THREE-YEAR GOAL TO REDUCE TOTAL COMPENSATION TO LESS THAN 85% OF REVENUES

The District is continuing to work on this recommendation and is making progress. There is an ad-hoc committee being formed to review this matter.

2. ESTABLISH AND REVIEW ANNUAL REPORT DESCRIBING DISTRICTS FISCAL RESILIENCE

This continues to be a work in progress.

3. MAINTAIN FULL-TIME FACULTY OBLIGATION TO NO MORE THAN 2% ABOVE PUBLISHED MINIMUM BY THE CCCCCO

No Activity

4. ESTABLISH THREE-YEAR GOAL TO ACHIEVE CLASSROOM EFFICIENCY STANDARD FOR CONDENSED CALENDAR

No Activity

5. ESTABLISH PROCESS TO PERFORM A FIVE-YEAR TREND ANALYSIS COMPARING ONGOING REVENUE, CLASSROOM EFFICIENCY, F.T.E, AND COMPENSATION YEAR TO YEAR

This remains as a work in progress by the District.

6. REVIEW ANNUAL LIST OF INSTITUTIONAL PRIORITIES THAT BRING CREDIBILITY AND TRANSPARENCY TO BUDGET DEVELOPMENT

The budget development process includes the annual review of priorities included in the program review and planning process. Additionally, the multi-year budget includes annual funding for these priorities.

7. DEVELOP REALISTIC REVENUE AND EXPENDITURE ASSUMPTIONS THAT AREN'T RELIED UPON FROM FUNDING OF PROPOSED CENTERS

Assumptions continue to include funding from one center only; funding from proposed centers have been removed from any budget assumptions.