

**Fiscal Monitor Ken Stoppenbrink's Report to the Chancellor's Office
Communications, Correspondence, and Meetings
February 1, 2022 through February 28, 2022**

NOVEMBER 2019 FCMAT RECOMMENDATIONS

1. NEGOTIATIONS

Palomar Faculty Federation (PFF)

The District has finalized its review of Article 4 – Workload and Calendar, and will start negotiating Article 15 – Compensation and Article 20 – Working Conditions next. A timeline is being developed and feedback from stakeholders will be received as negotiations begin. Since next year has annual re-openers, the District is tackling issues that are easier to resolve and reserving more complex issue for the 2022-2023 school year.

Council of Classified Employees (CCE)

CCE submitted their annual re-openers and are requesting to negotiate Article 9 – Employment Status, Article 11 – Hours and Overtime, Article 25 – Health and Safety, and Article 26 – Professional Growth. The District will negotiate Articles 10 – Compensation and Articles 12 – Classification.

The District is currently negotiating the return-to-work MOU as well.

Confidential and Supervisory Team (CAST) and Administrative Association (AA)

The District has started its review of the CAST and AA handbooks, with meetings held on February 17. CAST and AA have both collected information from their constituents and Human Resource Services will begin its review of the respective handbooks in March. The goal is to review and complete an update to the handbooks before the start of the 2022-2023 academic year.

2. INTERNAL AUDIT & PROCESS EVALUATION

No Activity

3. MANAGEMENT STRUCTURE

No Activity

4. BUDGET DEVELOPMENT

On February 22, the Budget Committee reviewed (1) the Governor's proposed budget (2) Palomar's Budget Assumptions for 2022/23 and (3) Cost Comparisons for Community College 2020/21 Salary and Benefits as a percentage of expenditures. The State of the Budget, held on February 23, reviewed the Q2 311 financial report and cash position.

5. ENROLLMENT MANAGEMENT

Institutional Research and Planning (IR&P) initiated an update to the District's Student-Centered Funding Formula (SCFF) calculator adding metrics from the Chancellor's most recent release of data. The Enrollment Management team is scheduled to meet on February 25 to discuss multi-year projections under the SCFF.

6. DATA INTEGRITY

Institutional Research and Planning (IR&P) has completed its data validation process for the annual Perkins Headcount Certification that is due to the Chancellor's Office in March. A small team consisting of Information Services, Enrollment Services, and IR&P is reviewing and addressing the impact of changes to the class schedule (due to the evolving nature of the pandemic) on the District's MIS files. Upon completion, data files will be resubmitted to ensure the Chancellor's Office has the most accurate data.

7. POSITION CONTROL

The 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 late February/ early March.

8. PROFESSIONAL DEVELOPMENT

The District has started the implementation of AP 3000 - Antiracism. There is a professional development component to AP 3000 in which the entire institution will be required to take diversity, equity, and inclusion courses. The goal is to create a more welcoming environment for students and staff alike.

9. BOARD

The Governing Board held their regular meeting on February 1. There were no reportable actions taken during closed session to be reported out. A public hearing on the new District trustee area map due to the demographic changes throughout the District based on the 2020 census. After the public hearing was closed, the Governing Board approved the "Purple" map.

There was a presentation on the Disabilities Resources Center and the Math, Science, Engineering division.

There were reports received from the Faculty Senate, Palomar Faculty Federation, Administrative Association, Confidential and Supervisory Team, Council of Classified Employees, and Associated Student Government.

The Governing Board ratified the Human Resources Personnel Action report as well as three MOUs with the PFF, Reclassification Agreement between CCE/ATF and the District, and reviewed and approved the purchase orders from December 16, 2021 to January 19, 2022 in the amount of about \$ 1.6 million. The Governing Board scheduled a special Governing Board for February 15.

Each Trustee, the Student Trustee, the Superintendent/President and Assistant Superintendents/Vice Presidents provided monthly reports. The Governing Board received the 311 Quarterly report for December 2021. The participation agreement with the regional strong workforce grant through Grossmont Cuyamaca Community College District.

The MOU with San Diego University was approved that provides scientific research opportunities for the Palomar students.

The trustees held a special board meeting on February 15 and covered a variety of issues. The project to install a new roof on the Dome building on the main campus was discussed and approved as a piggyback project. There were questions about what the purpose, history and reasoning of piggyback bids were all about. This project was approved.

There was another project on the agenda for approval that was the purchase of field turf for the athletic complex. This proposal was not approved at this meeting as there were several questions the Trustees asked that need to be addressed before moving forward.

A presentation on Institutional Effectiveness and the Review Cycle was presented by Senior Director Michelle Barton. This presentation covered the goals for the Trustees and the progress that has been achieved to date. This was their Mid-Year report. There were 7 goals identified and a number of tasks associated with those goals. A summary of the upcoming accreditation visit was done, which will be held virtually in-lieu of a face-to-face visit. The visit will occur beginning February 28, 2022.

10. OTHER

No Activity

JANUARY 2021 FCMAT RECOMMENDATIONS

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

The District continues to work on this recommendation and is making progress. The budget committee reviewed the cost comparisons for several community colleges

2020/21 salaries and benefits as percentage of total expenditures. The ad-hoc committee has been formed to review this matter and will meet next month.

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 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 ARE NOT 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.