

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
District Council of Administrative Services (DCAS)

Thursday, April 11, 2013

NOTES

Attendees: Dana Boynton, Mike Bush, Dominga Chavez, Erika Endrijonas, Alan Hayashi, Sue Johnson, Linda Kamaila, Deborah LaTeer, Mary Anne McNeil, Peter Sezzi

Absent: Iris Ingram, Dave Keebler, Darlene Melby

The meeting was called to order at 8:35 a.m. in the Thomas G. Lakin Board Room at VCCCD.

APPROVAL OF NOTES

The notes from the March 21, 2013 meeting were approved by consensus.

ADMINISTRATIVE PROCEDURES

BP 3600 – Auxiliary Organizations

The existing BP 3600 was distributed and discussed. Vice Chancellor Johnson explained that there are no proposed changes to the BP. There was consensus to move BP 3600 through the approval process (c

BP 6450 – Wireless or Cellular Telephone Use

BP 6450 (new) was presented and discussed. District-issued cell phones are for business use only. There was consensus to move this AP through the approval process. It was further noted that there are very few District-issued cell phones.

AP 6450 – Wireless or Cellular Telephone Use

AP 6450

Detail of Cost Shifts

The FY14 DAC Allocation Cost Shift schedule (dated 4/11/13) was distributed and reviewed. Vice Chancellor Johnson explained that in June of 2009, the Information Technology department became centralized, but the costs were never shifted. For the FY14 Budget – and in accordance with the approval Budget Allocation Model – the costs will be shifted from the respective colleges to the DAC along with the associated funding, which will produce no net budgetary impact to any site. The Ventura College Academic Senate President restated that this shift is revenue neutral to sites and reflects organizational changes already made years ago.

Vice Chancellor Johnson explained that Information Technology Service Level Agreements will be developed between the college vice presidents and Associate Chancellor, Information Technology.

FY14 Allocation

The FY14 Tentative Budget Allocation was distributed and discussed. Vice Chancellor Johnson explained that Productivity numbers were discussed and agreed-upon in a recent Cabinet meeting.

DCAS SURVEY RESULTS

The results from the DCAS Self-appraisal were distributed. Because of time constraints, these results will be discussed in greater detail at the next meeting.

Meeting was adjourned at approximately 11:00 a.m.

Next meeting – May 16, 2013 – 8:30 a.m.

Agenda Topics include:

- FY14 Allocation Model simulation
- Board Goals and Objectives - Action Plans
- DCAS Survey results and recommended changes