

# AUDIT & FINANCE COMMITTEE MEETING MINUTES APRIL 2, 2001

## Present

*Robert Grimm, Sandy Hay, Mary Mason, Pat Millar, Kent Peterson*

## Absent

*Delia Ybarra*

## Others

*John Assunto/Gilbane, Leo Chavez, Will Coursey, Rich Hansen, Alan Harvey, Martha Kanter, Jim Keller, Barry Lloyd/Gilbane, Jon O'Bergh, John Schulze*

### **1. APPROVAL OF MINUTES**

The February 5 minutes were approved as drafted.

### **2. CONSTRUCTION PROGRAM MANAGER**

John Schulze explained the rationale for this new position to oversee the large number of construction projects associated with Measure E. Schulze intends to situate the individual at De Anza to balance his own presence at Foothill. Mary Mason asked how the individual will interface with Gilbane, and Schulze responded that this is still evolving in order to complement existing strengths and weaknesses. Bob Grimm asked about the project development process. Schulze explained that each campus has a Gilbane project manager who works closely with the administrative vice presidents to develop budgets, project scopes, etc. He added that Matt Tierney is the new overall site manager for Gilbane.

### **3. MEASURE E PROJECTS UPDATE**

John Schulze, John Assunto and Barry Lloyd reviewed the projects at each campus. Construction schedules and a Foothill Budget Report were distributed. The De Anza Science Center project is moving along quickly. Hay urged completing the project just before the start of a quarter so that classes can commence in the new facility promptly after moving in. At Foothill, the site for the Sciences Complex is being reconsidered due to a number of factors. The Student Services Center site also needs to be reconsidered because soil testing revealed that an earthquake fault is in a different location than depicted on maps. What this means for the existing Campus Center building is not yet known. In a worst case scenario where the state determines that the building is unusable, the district would have the opportunity to request additional funding from the state to re-site the building. Mason requested that Major Capital Construction Review Committee minutes and other related information that Schulze provides to the Board should also be sent regularly to the Audit & Finance Committee.

**4. 1999-2000 AUDIT RECOMMENDATIONS FOLLOW-UP**

Will Coursey provided a brief update and distributed a status report, noting that the external auditors would be meeting with bookstore personnel soon to review findings and recommendations concerning the bookstore operations.

**5. SECOND QUARTER FINANCIAL REPORT**

Jim Keller distributed a sheet showing the cost of various revenue and expenditure scenarios for 2001-02 that are under consideration as the budget is being developed. Mason asked about the district's energy costs. Keller noted that the price of gas has more than doubled, and CCLC is exploring a statewide agreement with energy providers. Mason distributed a proposal from Chancellor Chavez regarding restructuring higher education funding in California to improve community college funding. Currently the district is funded at a paltry \$3400-3500 per FTES.

**6. NEXT MEETING**

The next meeting was scheduled for Monday, June 4 at 4:00 p.m.

***CALENDAR OF PENDING ITEMS***

Measure E Update .....	June 4, 2001
Final Response to Audit Findings and Recommendations.....	June 4, 2001
2001-02 Budget .....	June 4, 2001
Review of External Auditing.....	June 4, 2001

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Approved 6/4/01