



SAC Planning and Budget Committee  
 October 3, 2023  
 1:30pm - 3:00pm  
 Zoom Meeting

*THE PLANNING AND BUDGET COMMITTEE is the participatory governance committee responsible for recommending budget priorities, procedures, and processes to the College Council. The Planning and Budget Committee also functions as a community liaison for fiscal affairs with the college community.*

*Santa Ana College Participatory Governance Structure Handbook (May 27, 2015)*

Agenda

1. Welcome and Introductions	
2. Public Comments	
3. Approval of Minutes Sept 5, 2023	ACTION
4. Updates/Reports <ul style="list-style-type: none"> <li>Budget Update – Mark Reynoso (5 min)</li> <li>COVID 19/Block Grant Update – Dr. Hubbard (5 min)</li> </ul>	INFORMATION
5. SCFF Metrics Reports	DISCUSSION
6. Old Business	DISCUSSION
7. New Business <ul style="list-style-type: none"> <li><a href="#">Review P&amp;B Committee Goals</a></li> <li><a href="#">Goal Setting Template</a></li> <li><a href="#">Participatory Governance Handbook Review</a></li> <li>Assessment of Committee Goals – Calendar Addition for Approval</li> <li>District Planning Design Manual and Department Portfolios – Dr. Hoffman</li> </ul>	ACTION
8. Student Update (5 min)	INFORMATION
9. SACTAC – John Steffens (5 min)	INFORMATION
10. Accreditation – Monica Zarske (5 min)	INFORMATION
Future Agenda Items <ul style="list-style-type: none"> <li>FTES 101 PowerPoint – Dr. Nery, Presenter</li> <li>Discrepancies between SCFF Metrics and MIS Data – Dr. Martinez</li> </ul>	INFORMATION
General Information <a href="https://www.rccd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx">https://www.rccd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx</a>	INFORMATION
Next Meeting: November 7, 2023	

## Planning and Budget Committee

AY 23-24

### Membership

- VP, Admin Services Co-Chair or voting alternate – Bart Hoffman
- Academic Senate Co-Chair – Jorge Lopez
- VP, Academic Affairs or voting alternate – Jeff Lamb
- VP, Student Services or voting alternate – Vaniethia Hubbard
- VP, Continuing Education or voting alternate – Jim Kennedy
- Academic Senate President – Claire Coyne
- Senate VP Community Operations – Merari Weber
- Up to 6 faculty representatives appointed by Academic Senate President, 3 in even years 3 in odd years)
  - Kelly Nguyen
  - Kelvin Leeds (Fall 2023)
  - Brandon Roche (Spring 2024)
  - John Zarske
  - Jennie Beltran
  - Reza Mirbeik
  - Luis Pedroza
- Up to 4 Classified representatives – Omelina Garcia, Mark Ou, Jimmy Nguyen
- Student Representative – Julia Guerrero
- **A Dean or Manager from Academic Affairs** –
- A Dean or Manager from Student Services – Robert Manson

## Planning & Budget Committee Meeting Schedule

AY 23-24

(1:30pm -3:00pm)

### September 5, 2023

- Membership for Current Academic Year
- SCFF Reports – End of Semester and Year Metrics
- Budget Reports – (Year End Budget & Adopted Budget)

### October 3, 2023

- Review P&B Committee Goals

### November 7, 2023

- Quarter 1 Budget Performance Report
- Budget Priorities for RAR Process (1<sup>st</sup> read)
- Resource Allocation Request (RAR) Summary

### December 5, 2023

- Budget Priorities for RAR Process (2<sup>nd</sup> read)

### February 6, 2024

- SCFF Reports – End of Semester Metrics
- Quarter 2 Budget Performance Report

### March 5, 2024

- First Read of Meeting Calendar for next AY
- Presentation – Technology Replacement Plan

### April 12, 2024 – 11:30am (2<sup>nd</sup> Friday)

- Presentation – SAC/CEC Marketing Plan
- Approval Meeting Calendar for Next AY
- Technology Replacement Plan Update
- Digital Dons

### May 7, 2024

- Tentative Budget & Fund 13 Expenditure Plan presented (recommendations discussed for AB)
- Quarter 3 Budget Performance Report
- **Assessment of Committee Goals**

### May 28, 2024

- State Budget Update (May revision)