

Santa Ana College Mission Statement: *Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators	Academic Senate		Classified	Guests	
Bart Hoffman, co-chair	William Nguyen, co-chair	Monica Zarske	Omelina Garcia	Mark Reynoso	Susan Hoang
Jim Kennedy	Roy Shahbazian	Claire Coyne	Jimmy Nguyen	Tyler Johnson	Mark Liang
Jeffrey Lamb	John Zarske			Michael Hoang	
Vaniethia Hubbard			Student Representatives		
Robert Manson			Claire Lyle		
Madeline Grant					
				Bold = present	
1. WELCOME and INTRODUCTIONS				Meeting called to order 1:36pm Meeting adjourned at 3:05pm	
	Welcome and introductions were made.				
2. PUBLIC COMMENTS	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	None				
3. APPROVAL OF MINUTES	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Approval of December 1, 2020 minutes			Motion was moved to approve the December 1, 2020 minutes by Monica Zarske and 2 nd by Madeline Grant. Motion carried unanimously.	
4. BUDGET UPDATE	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Budget Updates William Nguyen commented that the district as a whole is doing good with non-credit, as stated earlier by Dr. Jim Kennedy, but the revenue split between the two colleges depends on the percentage earned by each college. SAC has to look at how much revenue it's bringing in based on all the metrics. He added that it is always a good idea to look at SAC's revenue and expenses. William shared the budget update (here) report. This report touches on FY 20/21 budget, Governor's January Budget Proposal for FY 21/22, COVID Relief Bill, 2 nd Supplemental				

Retirement Plan (SRP) offered by the District and the Budget Allocation Model (BAM). William pointed out that under the FY 21/22 budget, the Governor proposed monies for in-person instruction and disadvantaged students. These are items to look at and to see if SAC qualifies for these funds. He also shared information from the last Fiscal Resource Committee meeting regarding Options 1 and 2 of how to split revenue between SAC and SCC under the Student Centered Funding Formula (SCFF). Option 1: Split left-over \$\$ using percentages calculated in FY17-18 throughout the hold harmless period. Option 2: Split percentages of SAC & SCC are calculated each year based on metrics (FTES, Supplemental & Success) and left over \$\$ is split using these percentages. Discussions followed.

SCFF Comparison Reports

Dr. Hoffman was absent from today’s meeting. He was planning on discussing the frequency of reporting on the SCFF Reports by Robert Manson and Mark Liang. This item will be added to the next meeting agenda.

COVID-19 Updates: CARES ACT/Block Grant

Dr. Hubbard shared a COVID 19 Available Grant Balances report ([here](#)). She reported that \$440,896 (Federal Block Grant) was spent. The institutional portion of the grant was \$2,797,198. Currently there is a balance of \$422,494 that needs to be spent by May 4, 2021. Her attached report also includes the list of disbursements of the Federal grant fund. The MSI portion of the grant was \$379,989. Currently there is a balance of \$69,920 that needs to be spent by June 3, 2021. She reported that a second round of funds are anticipated to SAC in the amount of approximately \$16M. She will be meeting to discuss the use of these funds this week. Dr. Hubbard added that any requests that were not currently funded in the first round of dollars, the requests will roll over to the second round of funds so they can be supported.

Budget Performance Reports

Mark Reynoso reported on the linked reports ([here](#)). He stated that our current budget is \$93M. As of December 30, 2020, 47% of SAC’s budget was spent. He pointed out that the budget was reduced by \$1.8M due to the SRP. There is also savings in our classified due to the SRP. He added that there will be some savings in the part-time adjunct about \$1.6M. There will be a transfer to our fund 41 of \$2.5M for our Health Sciences building that is scheduled to start construction in March.

Supplemental Metrics – Robert Manson

Robert Manson reported that his report is an annual report. He reported that as of today, compared to last year, the fee waiver numbers are down 18% and Pell numbers are down 23% compared to last year. This is assumed to being due to head count. He also added that financial aid is about 20% lower.

	<p>Student Success Metrics – Mark Liang Mark Liang informed the committee that the numbers he reported on at the last meeting do not change because they are based on prior year’s reporting. Therefore, he does not have a report for today.</p>	
5. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	
6. NEW BUSINESS		ACTIONS/ FOLLOW UPS
	<p>FY 21/22 Budget Priorities Mark Reynoso shared the Budget Priorities (here). He mentioned Budget Priorities for FY21-22 are needed for work on Resource Allocation Requests (RAR) to get started. The following items were proposed to be added to the 21/22 SAC Budget Priorities:</p> <p><u>FTES Support:</u> 1) Technology Investment (computer replacement plan) 2) Strategic Faculty Hiring</p> <p>After discussion, it was proposed to approve the FY21/22 Budget Priorities as brought forth by Mark Reynoso and the 2 newly proposed items to be brought back at the next P&B meeting for further discussions to potentially be included into FY21-22 Budget Priorities.</p>	<p>Motion was moved to approve FY 21/22 SAC Budget Priorities by Dr. Lamb and seconded by Monica Zarske. Motion passed unanimously.</p> <p>The added items will be voted on at the next Planning and Budget Committee meeting.</p>
7. ENROLLMENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Dr. Lamb shared his enrollment report (here). This report was updated by Dr. Kennedy. Dr. Lamb reported that we are currently 11.95% down on FTES. This was a comparison of 20/21 FTES to 19/20 FTES. Dr. Kennedy added that he anticipates the numbers will increase for spring by at least 400 FTES by the end of the term.</p>	
8. STUDENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
9. SACTAC	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
10. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Monica Zarske reported that in the next couple of weeks she will be working with the editors to see if they need any other required information. She added that beginning in March, the report will be vetted out to the campus-wide community. The committees will be asked to review the document for processes and procedures after the editor’s review. It should go to</p>	

	the Board of Trustees in June or July as per our current timeline.	
11. FUTURE AGENDA ITEMS		
	<ul style="list-style-type: none"> • Strategic Planning – Dr. Hoffman 	
GENERAL INFORMATION		
	https://www.rscdd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx	
NEXT MEETING	March 2, 2021	

Submitted by Maria Cardona