



SAC Planning and Budget Committee  
 May 2, 2023  
 1:30am - 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 April 14, 2023	ACTION
4. Updates/Reports <ul style="list-style-type: none"> <li>• Budget Update – Mark Reynoso (5 min)</li> <li>• Quarter 3 Budget Performance Reports (Fund 11 &amp; 13) – Mark Reynoso (5 min)</li> <li>• Fund 13 FY 23.24 Expenditure Plan – Mark Reynoso (5 min)</li> <li>• COVID Recovery Block Grant/HEERF Update – Dr. Hubbard (5 min)</li> </ul>	INFORMATION
5. SCFF Metrics Reports <ul style="list-style-type: none"> <li>• FTES Metrics – Dr. Lamb (5 min)</li> </ul>	DISCUSSION
6. Old Business <ul style="list-style-type: none"> <li>• ITS/Digital Dons/Marketing Asking of Funds Approval</li> </ul>	ACTION
7. New Business <ul style="list-style-type: none"> <li>• Computer Replacement Plan for CEC – Ron Gonzalves</li> <li>• Procedure to Identify the Aging of Mediation Equipment – Ron Gonzalves</li> </ul>	DISCUSSION
8. Student Update (5 min)	INFORMATION
9. SACTAC – John Steffens (5 min)	INFORMATION
10. Accreditation – Monica Zarske (5 min)	INFORMATION
Future Agenda Items	
General Information <a href="https://www.rscdd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx">https://www.rscdd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx</a>	INFORMATION
Next Meeting: May 30, 2023	

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

**Planning and Budget Committee  
AY 22-23**

**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 – Jim Isbell
- Academic Senate President-Elect or immediate past Academic Senate President - Monica Zarske
- Up to 6 faculty representatives appointed by Academic Senate President, 3 in even years 3 in odd years)
  - Kelly Nguyen
  - Kim Nutter
  - Brandon Rocke
  - Merari Weber
  - John Zarske
  - Jennie Beltran
  - Mohammadreza (Reza) Mirbeik Sabzevary
- Up to 4 Classified representatives – Omelina Garcia, Mark Ou
- Student Representative – Georgina Galindo
- A Dean or Manager from Academic Affairs – Dr. Doug Benoit
- A Dean or Manager from Student Services – Robert Manson and Mark Liang

**Planning & Budget Committee**

**Meeting Schedule**

**AY 22-23**

**(1:30pm -3:00pm)**

**September 6, 2022**

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

**October 4, 2022**

- Resource Allocation Request (RAR) Summary
- Review P&B Committee Goals

**November 1, 2022**

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

**December 6, 2022**

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

**February 7, 2023**

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

**March 7, 2023**

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

**April 14, 2023 – 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 2, 2023**

- Tentative Budget & Fund 13 Expenditure Plan presented (recommendations discussed for AB)
- Quarter 3 Budget Performance Report

**May 30, 2023**

- State Budget Update (May revision)