



**SAC BUDGET MEETING
MINUTES
DECEMBER 13, 2005**

APPROVED 2/14/06

Administrators

President Martinez
Carolyn Breeden(absent)
Noemi Kanouse, Committee Chair.
Thom Hill (absent)
Rhonda Langston (absent)
Sara Lundquist (absent)
Kathy Mennealy(absent)
Sergio Sotelo
Maria Sugranes

Faculty

Steve Bautista
Dan Goldmann (absent)
Steve Eastmond (absent)
Jeff McMillan
Al Siddons
George Troxcil, Co-Chair
George Wright
Alternates:
David Guzman (S. Lundquist)
Ed Ripley (C. Breeden)

Classified

Jana Cruz(absent)
Pete Paolino
Denise Phillips

Guests:

Vern Hodge
Lana Wong

1. Welcome and Introductions

The meeting was called to order at 1:35 p.m. by Noemi Kanouse, Committee Chairperson

2. Approval of Meeting Minutes November 8, 2005

Motion to approve minutes for November 8 as read. (Wright /Guzman).

The committee unanimously approved the minutes.

3. 2005-2006 FTEs Update

Mrs. Kanouse reported that as FTEs information is collected for Summer and Fall, Santa Ana College is on target. Furthermore, she reported Intercession is proceeding as projected and Santa Ana College is growing in comparison to last year.

4. Cash Flow

Members were provided with cash flow reports for both the district and Santa Ana College as of 10/31/05.

5. BAPRC Work Group Meeting Notes

The BAPRC Work Group meeting notes were provided for members' review for November 15 and November 22. The following topics and points were briefly discussed:

Software

- Maximizing resources by purchasing the same software licenses for all three sites.
- Software and hardware purchases should be in line with district standards.

- The RSCCD Software and Hardware spreadsheet will be reviewed by Maria Sugranes, and expanded accordingly.

It was reported that an inventory of computers is being compiled in an effort to identify outdated computers for replacement with newer models.

Parking Lot

A summary of parking lot repairs was presented to members that outlined parking lot repairs that would bring them up to code for the district, SCC and SAC. This is a pro-active move to maintain the lots. Parking fee revenues, costs of maintenance repairs and distribution of revenues collected at each college were discussed. It was clarified that parking lot repairs are paid for by the revenues generated from the college parking fees. Also noted was that college parking fees pay for security personnel. It was suggested that monies collected at each college should stay at each college to cover such repair costs and furthermore the committee was interested in parking fees being assessed at all district sites outside of the two college campus.

Printing

It was reported that district Publications will incur the costs of the schedules. It was noted that in the past Continuing Education had to pay for their schedules to be printed.

Instructional Equipment Grant

Mrs. Kanouse reported that 50% of the grant will be for hazardous materials and scheduled maintenance and 50% will be used for instructional equipment. Additionally, 50% of the ITS monies will be divided amongst the two colleges using the FTEs formula.

6. Bond Budget Update

The bond budget updates were presented for 2003A and the 2005B. The report reflected bond expenses and allocations by site and project. The reports reflected that 95% of the bond 2003A issuance has been completed and that 44% of the 2005B issuance was completed as well. Mrs. Kanouse reported to members that if the issuances are spent within 3 years, the district would be allowed to keep the interest.

Dr. Martinez clarified for members that there has been no change to the Master Plan in regards to the new Science and Math building. Due to the escalating cost of construction, the new building will not be built with Measure E dollars. She did report that a 16 classroom temporary building will be purchased to meet the immediate needs of the college.

7. Conference Funding

George Wright addressed the committee in regards to conference funding and an expenditure report for 04/05 was distributed for members. Members discussed the need to define the process for accessing conference funds. The importance of staying within the portfolio guidelines was noted to members as the guidelines are directly related to the accreditation process for the college. It was suggested that funds be administered at the division level. Also suggested was that there be a central oversight for conference funding. Dr. Martinez will discuss with Cabinet what

conference monies are available and she will meet with Jeff McMillan to discuss the process. The goal for a process to be in place was set for Fall '06.

8. Notes on Secondary Effects of Cancelled Classes

A discussion ensued regarding the cost of a class, the # FTEs it produces and the break-even point for canceling. Mrs. Kanouse will research the formula and meet with Jeff McMillan for follow up. Co-chair, George Troxcil asked that "cancelled classes" be added as an agenda item for the February 14th meeting and Dr. Breeden will be asked to address the item.

Future date for SAC Budget Committee Meeting.

February 14, 2006, 1:30 – 3:00 p.m. in the SAC Foundation Conference Room

The meeting was adjourned at 3:15 p.m.