



**SAC BUDGET MEETING
MINUTES
MAY 17, 2005**

APPROVED 8/30/05

Administrators

President Martinez
Carolyn Breeden (absent)
David Guzman (alternate for Sara Lundquist)
Noemi Kanouse, Committee Chair.
Thom Hill (absent)
Rhonda Langston (absent)
Sara Lundquist
Kathy Mennealy (absent)
Ed Ripley (alt.)
Sergio Sotelo
Maria Sugranes (absent)

Faculty

Steve Bautista
Steve Eastmond (absent)
Joe Geissler (absent)
Dietrich Kanzler
Mike Trevitt (alt.absent)
Jinhee Trone (absent)
George Wright
John Zarske (absent)

Classified

Jana Cruz
Raul Gonzalez del Rio
Denise Phillips (absent)
Vacant

Student:

Laura Medina (absent)

Guests:

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 February 8th and April 12th

Correction to April 12th minutes

Under the committee listing – Thom Hill was listed incorrectly under Faculty instead of Administrators.

Amendment to April 12th minutes

5. Digital Media Center - *Several questions regarding the ongoing cost for the Digital Media Center, such as security, utilities, the director, clerical support and the FTE estimated projection.* To be added.

Motion to approve minutes for February 8th and April 12th as amended/corrected. (Lundquist/Bautista).
The committee at large unanimously approved the minutes.

3. Budget Updates

The following updates from the Community Colleges League of California were presented to members for review:

State Budget Update #6 (May 5, 2005)

State Budget Update #7 (May 13, 2005)

The updates included information on the May revise and also the progress of SB 361 Community College: Funding. There are several projects that are being proposed for increased funding for 05/06 and in response to the question if the college would be applying for that proposed special funding, President Martinez assured members that the college will be applying for any additional monies available.

Cash flow reports were presented for the district and for Santa Ana College. The reports reflected the actuals as of April as well as the projections for year end.

Mrs. Kanouse presented the 05/06 tentative budget for members review. Additionally, she reported that at the last week's SAC Management Council, the deans received reports outlining their allocation for next year. The reports were the results of the deans consulting with their department heads after the requested budget was distributed in March. Also discussed was the difference in the 1210 Contract Administrators account from the revised 04/05 to the tentative 05/06 budget.

An 04/05 Full Time Equivalent Student(FTE's) report as of April was distributed along with the 05/06 target goals. The 05/06 target goals incorporated a 2.5% growth over the estimated actuals for 04/05. This growth projection is an additional 541 full time equivalent students. A discussion ensued regarding the productivity of FTE's for the following year.

Meeting notes from the May 5th Budget Allocation and Planning Review Committee meeting were disseminated. Mrs. Kanouse highlighted the following points:

- Backfill Procedures for Vacant Classified Positions: When a position is vacated, Fiscal Services will determine the cost savings based on salaries/benefits, for the vacated position based on 4 months. Once determined, 50% of the cost savings will be allocated back to the site to temporarily fill the vacant position. This procedure will be on a trial basis for 2005/06 fiscal year.
- Carryover of unspent funds: 50% of the savings from the 2000 – 7000 discretionary funds accounts to be carried over into the following year. It was noted that this was a useful tool however it was important to be judicious about not holding on to monies in order to have carryover.

4. Future date for SAC Budget Committee Meeting.

August 30th, 1:30 – 3:00p.m. in the SAC Foundation Conference Room

The meeting was adjourned at 2:50 p.m.