



**SAC BUDGET MEETING**  
**MINUTES –SEPTEMBER 7, 2010**  
**SAC FOUNDATION BOARD ROOM**  
**1:30P.M. – 3:00P.M.**

**Approved 10/5/10**

*The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.*

<b>Administrators</b>	<b>Academic Senate</b>	<b>CLASSIFIED</b>	<b>Guests</b>
Paul Foster, co-chair	Steve Bautista	Tom Andrews(a)	Mary Ellen Bobp
Norm Fujimoto	Matt Beyersdorf(a)	Judy Arroyo	Mark Liang
Sara Lundquist(a)	Andy Gonis	Joel Sheldon(a)	Becky Miller
Ed Ripley	John Zarske	<b>Student Rep.</b>	Denise Phillips
	Jeff McMillan, co-chair		
	Monica Porter(a)		
	George Wright		
	Vacant Senate Position		

<b>1. WELCOME</b>		<b>Meeting called to order – 1:38p.m.</b>
<b>Public Comments</b>	<p>There was an inquiry regarding the new Queue Management System that was installed in Admissions.</p> <ul style="list-style-type: none"> <li>• The system in Admissions was funded by Financial Aid through BFAP.</li> <li>• The system services student quickly and efficiently</li> <li>• The system in Financial Aid is live but not functioning correctly due to the location.</li> <li>• The system is scheduled to be relocated to an area that is more accessible, functional and efficient for students.</li> </ul>	
<b>2. MINUTES</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	The June 1 minutes were presented for approval.	<p><b>ACTION</b>          Motion was moved by G. Wright to approve the June 1, 2010 Budget Committee minutes as amended.          2<sup>nd</sup> – J. Arroyo          Discussion ensued. Motion carried unanimously.</p>
<b>3. Budget Update</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
Paul Foster	<p>No Budget information coming from Sacramento</p> <ul style="list-style-type: none"> <li>• District moving ahead to present a budget to the Board for adoption</li> <li>• RSCCD better shape then many districts in the state.</li> <li>• District ending balance - \$31 million balance.</li> <li>• An emergency BAPR meeting is scheduled for September 15 to discuss the proposed budget.             <ul style="list-style-type: none"> <li>○ SAC has not received any proposed budget materials to discuss prior to the Sept. 15 meeting.</li> <li>○ Concern shared as how this does not allow for appropriate input from the committee.</li> </ul> </li> </ul> <p>SAC Planning and Budget committee members who attend BAPRC can voice concerns at Sept 15th meeting.</p>	

Budget Update (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The following was clarified:</p> <ul style="list-style-type: none"> <li>• 5% reserve is considered the standard reserve for the state.</li> <li>• The district's ending balance <u>includes the 5% reserve</u>.</li> <li>• There are a number of funds within the district in addition to the general fund that has the \$31 million reserve.</li> </ul> <p>The Retirement Fund could be used if the district runs short of cash.</p>	
<b>OLD BUSINESS</b>		
4. District Budget Model Update	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
<p>Jeff McMillan</p>	<p><b>Update from BAPR meeting</b></p> <ul style="list-style-type: none"> <li>• The committee is looking at other models.</li> <li>• Progress is slowly being made.</li> <li>• It was confirmed that the ending balance is processed though the Budget Allocation Model.</li> <li>• The practice of allowing each cost center to retain their own ending balance has been and is defined as a component of the current Budget Allocation Model, however that has not been the district practice. <ul style="list-style-type: none"> <li>◦ This is currently under discussion.</li> </ul> </li> </ul> <p>Other topics currently being discussed at BAPR</p> <p>Stabilization</p> <ul style="list-style-type: none"> <li>• Filling positions that have been lost that are still budgeted.</li> <li>• Filling positions in critical need areas</li> <li>• Does not mean if you lost a position that position will be filled.</li> <li>• Being proactive regarding future faculty hires.</li> <li>• How will monies be saved and what defines a cost savings?</li> </ul>	
5. Review 2010/2011 Committee Goals	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The committee was asked to review the 2010/2011 goals approved at the June 1, 2010 meeting. The goals are to be established at the beginning of the year and the progress is to be assessed at the end of the year.</p> <p>Goal #1</p> <p><i>1. Divisions and Departments should explore options, prepare recommendations, and/or develop mechanisms for potential budget reductions in the event that Santa Ana College is further impacted by the state budget crisis.</i></p> <p>In the discussion, the following was noted:</p> <ul style="list-style-type: none"> <li>• Stability and Growth</li> <li>• Be prepared to reprioritize.</li> <li>• Important to plan ahead for reductions as well as be prepared on how to rebuild.</li> <li>• Important for departments/divisions to discuss.</li> </ul> <p>The goal will remain as written with the understanding that it will be revisited at a later time.</p> <p>Goal #2</p> <p><i>2. Integrate College and District Planning and Budget groups.</i></p>	<p><b>ACTION</b></p> <p>Motion was moved by G. Wright to eliminate Goal #1 from the 2010/2011 goals.</p> <p>2<sup>nd</sup> – A. Gonis</p> <p>Discussion ensued. Motion did not carry due to a tie in votes.</p>

Review 2010/2011 Committee Goals (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>This goal was re-affirmed. Discussion ensued regarding how to accomplish that goal.</p> <p>The motion will be forwarded onto the BAPR committee.</p>	<p><b>ACTION</b> Motion was moved by S. Bautista to Request that District BAPRC materials to be discussed at the meeting be distributed to the College Planning Budget Committees members one week prior to the meeting. 2<sup>nd</sup> – R. Hicks Discussion ensued. Motion carried unanimously.</p>
<b>6. Other</b>		
	<p><b>Tabled Agenda items for next month</b></p> <ul style="list-style-type: none"> <li>• Continue to review 2010/2011 Committee Goals.</li> <li>• Review SAC General Priorities</li> </ul> <p>There was an inquiry as to a possible conflict of interest regarding vendors on campus.</p> <ul style="list-style-type: none"> <li>• The book vendor from across the street is competing with our bookstore.</li> </ul> <p>Members were informed the following:</p> <ul style="list-style-type: none"> <li>• A new policy states that vendors cannot be on campus during the 1<sup>st</sup> two weeks of the semester.</li> <li>• If the college allows one vendor they have to allow all.</li> <li>• By law the college has to provide the list textbook and list of instructors.</li> </ul>	

**Adjourned – 3:04 p.m.**  
**Next Meeting –Tuesday, October 5, 2010**  
**1:30 – 3:00p.m.**  
**SAC Foundation Board Room**