



SAC PLANNING & BUDGET MEETING
MINUTES – March 5, 2024
1:30PM – 3:00PM
Zoom Meeting

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	Jorge Lopez, co-chair	Monica Zarske	Omelina Garcia	Bill Reardon	Daniel Martinez
Jim Kennedy	Claire Coyne	Jennie Beltran	Mark Ou	Mark Reynoso	Maria Briseno
Jeffrey Lamb	John Zarske	Kelly Nguyen	Jimmy Nguyen	Mark DeAsis	Jennifer Valencia
Vaniethia Hubbard	Merari Weber	Reza Mirbeik		Annebelle Nery	Jordan Clark
Robert Manson	Luis Pedroza	Kelvin Leeds	Student Representatives	Ron Gonzalves	John Steffens
	Brandon Rocke		Julia Guerrero		
				Bold = present	
1. WELCOME and INTRODUCTIONS					Meeting called to order 1:31 pm Meeting adjourned at 3:17 pm
	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 February 6, 2024				Motion moved to approve the February 6, 2024, minutes by Luis Pedroza and 2 nd by Merari Weber.
4. UPDATES/REPORTS	DISCUSSION/COMMENTS				ACTIONS/FOLLOW UPS
	<p>Budget Report – Mark Reynoso was absent. No report at this time.</p> <p>COVID 19/Block Grant Update – Dr. Hubbard reported that there were no updates and reiterated the allocation of funds for various services, as outlined in previous meetings.</p> <p>Student-Centered Funding Formula (SCFF) Metric Reports – Mark DeAsis shared updates on completers for the 2023-24 academic year, focusing on various degree and certificate programs. He noted particular attention to associate degrees for transfer and outlined plans for implementing new requirements for transfer students in the upcoming academic year.</p>				

Mark also highlighted concerns regarding bachelor's degree completions, noting discrepancies in numbers compared to previous years. He attributed some of these variations to changes in policies and demographics of incoming students. Mark presented additional charts regarding completion trends for the academic year, sharing the [SCFF METRICS SANTA ANA COLLEGE 2018/2019 THROUGH 2023/2024 SU & FA](#) mid-year report and the [Annual Chart](#) with the numbers collapsed for the academic year. The presentation highlighted an uptick in completion rates for credit certificates, attributed to the implementation of auto-awarding for certificates launched in 2022. Mark also anticipated further improvements with the upcoming launch of auto-awarding for certificates in the following fall semester.

Full-Time Equivalent Students (FTES) 101 Presentation – Dr. Annebelle Nery delivered a comprehensive [FTES 101 Presentation](#) on FTES calculation and its implications for financial aid and enrollment. She emphasized the importance of accurate projections for FTES to anticipate state apportionment, outlining three apportionment methods: WSCH, DSCH, positive attendance, and counting FTES based on contact hours. Dr. Nery highlighted the significance of understanding these concepts for efficient resource allocation and planning.

Dr. Nery elaborated on WSCH accounting, which maximizes state apportionment, and discussed the flexibility of positive attendance courses. With positive attendance, we are not bound by the academic year, modality, or same day/same time every week, as in WSCH. Dr. Nery addressed recent changes in Title 5 regulations, emphasizing their impact on distance education offerings and revenue generation. Additionally, she underscored the importance of balancing efficiency with student success in decision-making processes.

Dr. Nery provided insights into faculty load efficiency measurement and stressed the significance of transparency and collaboration in the reporting process. She concluded by discussing the impact of past financial challenges, advocating for effective communication and simplified reporting formats to enhance transparency and engagement.

Dr. Lamb elaborated on potential changes to Title 5, aiming to simplify accounting methods, while Claire Coyne inquired about accessing financial reports. Dr. Nery emphasized the need for reconciliation and transparency in financial planning, ensuring dissenting opinions are addressed.

Technology Replacement Plan – Ron Gonzalvez provided a breakdown of projected costs and the number of devices to be replaced over the next five years, explaining fluctuations in spending due to past purchases and computer aging. He emphasized the need for ongoing updates and replacements to maintain technology infrastructure.

Ron's presentation detailed instructional desktop distribution and media technology refresh plans, ensuring classroom technology remains up to date. During the Q&A session, clarity was provided on budget allocation and strategies for addressing equipment performance issues.

	<p>Issues discussed included concerns about slow computer performance, particularly among faculty, with efforts underway to address them. Suggestions included upgrading components and incorporating SSD cards into the budget. Overall, the meeting addressed various aspects of financial planning, resource allocation, and technology management within the college.</p> <p>Faculty and Staff Hiring Limitations – Julia Guerrero (ASG representative) asked about faculty and staff hiring limitations, citing penalties for shortages. Dr. Hoffman clarified there is no limitation but hiring takes time. Dr. Lamb mentions plans to hire 7 in credit and 2 in non-credit positions for the upcoming school year. Julia expresses concern about the lack of ASG meetings until last month.</p> <p>Julia Guerrero voiced concern about faculty hiring. Dr. Lamb explained the hiring process based on enrollment and existing faculty, noting previous excess hiring due to growth. They're now focusing on hiring based on need rather than just replacing retirees. Julia understood and will inform ASG. Dr. Hoffman confirms her understanding, and the meeting proceeded to other agenda items.</p>	
5. SCFF REPORTS	DISCUSSION/COMMENTS	
6. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/FOLLOW UPS
	Goal Setting Template Workgroup Status – The workgroup continues to meet.	
7. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/FOLLOW UPS
	<ul style="list-style-type: none"> • First Read of 2024-2025 Planning & Budget Meeting Calendar 	
8. STUDENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/FOLLOW UPS
	None	
9. SACTAC	DISCUSSION/COMMENTS	ACTIONS/FOLLOW UPS
	None	
10. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/FOLLOW UPS
	None	
11. FUTURE AGENDA ITEMS		
	<ul style="list-style-type: none"> • Assess Tasks on Committee Calendar • Discrepancies between SCFF Metrics and MIS Data – Dr. Martinez 	

GENERAL INFORMATION		
	Fiscal Resources Committee (rscd.edu)	
NEXT MEETING	April 2, 2024	

Submitted by Norma Castillo