

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators	Academic Senate		CLASSIFIED	GUESTS	
Mike Collins, co-chair	Ed Fosmire	Gabe Shweiri(a)	Omeline Garcia	Esmeralda Abejar	Eve Kikawa
Jim Kennedy	Ray Hicks co-chair	Brian Sos(a)	Denise Hatakeyama		
Carlos Lopez	Elliott Jones(a)	Monica Zarske	Jimmy Nguyen(a)		
	Roy Shahbazian	George Wright			
			Student Rep.		
			Viridiana Munoz(a)		
1. WELCOME				Meeting called to order 1:33p.m. Meeting adjourned – 3:02p.m.	
2. PUBLIC COMMENTS	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Dr. Collins thanked Geni Lusk for her support of the Planning and Budget committee for the past 12 years.				
3. MINUTES	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The March 7, 2017 minutes and April 5 minutes were provided for approval.			<u>ACTION</u> Motion was moved by M. Grant to approve the March 7 and April 5, 2017 Planning & Budget Committee minutes. 2 nd –M. Zarske The minutes were unanimously approved.	
4. BUDGET UPDATE	DISCUSSION/ COMMENTS			ACTIONS/ FOLLOW UPS	
	State: <ul style="list-style-type: none"> With the release of the latest economic data from the United States Department of Commerce (USDOC), it is estimated that the statutory cost-of-living adjustment (COLA) for 2017-18 will be 1.56%. The January Governor’s Budget estimate of the statutory COLA for 2017-18 was a modest 1.48%. The State Controller’s Office reports that personal income tax revenues for April 2017 have fallen short of the Governor Jerry Brown’s January Budget forecast by \$704 million. April income tax collections totaling 94.8% of the amount needed to reach the forecast level. Little evidence to support a strong May Revision revenue adjustment this year. This year’s April PIT collections did not 				

BUDGET UPDATE (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>even reach the level in April 2016, falling short \$640 million. This weakness comes in spite of strong employment growth and a rising stock market through 2016.</p> <ul style="list-style-type: none"> • Assembly Budget Subcommittee No. 2 on Education Finance, chaired by Assembly Member Kevin McCarty (D-Sacramento), met on Tuesday, April 18, 2017, to review a number of Governor Brown’s 2017-18 Budget proposals for the CCC system. **Guided Pathways was discussed in depth <p>**Low level of base apportionment increase **Chancellor’s office pushing for higher level to cover ongoing costs **Most districts are not growing- may affect the level of growth funding.</p> <p>District:</p> <ul style="list-style-type: none"> • District Tentative budget is being built- including the budget reductions discussed in P and B. District is forecasting an \$8 million deficit. <ul style="list-style-type: none"> ○ SAC \$2.27 million, half ongoing/half savings ○ District \$753,200 half ongoing, half savings ○ SCC \$976,313 ?? • The fixed cost escalation coupled with the district’s inability to remain stable or grow FTES will continue to put the district on bad footing moving forward. Indeed, budget trimming needs to take place now.... • Hiring freeze in place- positions will be scrutinized closely. <p>Waiting on the Gov’s May Revise for updates on all the apportionment and State revenue components. STAND BY!</p> <p>SAC:</p> <ul style="list-style-type: none"> • TB is built and submitted. Reductions (\$1.137 million) in: <ul style="list-style-type: none"> ○ PT Academic Management ○ Electricity surplus ○ Instructional Agreements ○ Bank& Credit Card Fees • Putting draft expenditure budget together for FY 17/18 Fund 13. Will be focused on strategic planning initiatives set forth by the President. <ul style="list-style-type: none"> ○ Distance Ed ○ SCE ○ Guided pathways ○ Baccalaureate degree ○ Marketing ○ IT ○ Growth ○ Student Success Co-Curricular Support ○ 20% Contingency Reserve 	

BUDGET UPDATE (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> SAC Resource Allocation Requests are being prioritized by area VPs, to be concluded by May 30. 	
5. ENROLLMENT UPDATE	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Carlos Lopez presented an Enrollment Update to the membership. Compared to last spring credit is tracking up about 60 FTES. The Distance Education program and Positive attendance are primarily responsible for this increase.</p> <p>Non-credit is tracking down at about 15%. It was noted that it was a high as 19% but through the efforts of the CEC team, the gap is narrowing.</p> <p>Mr. Lopez noted that the college will borrow FTES for this year. Mr. Lopez shared with the committee the college's growth strategies that are currently underway. He noted the college is working hard to generate additional FTES and is hopeful that SAC will be able to make the full borrow from themselves.</p> <p>Dr. Kennedy provided a brief overview of the Remington site.</p> <ul style="list-style-type: none"> Santa Ana College and SAUSD are working together opening up a new education center. The site will be a mixed use facility. Parking has been negotiated with the OC Register building. Demographic analysis has determined that this is a perfect location for Adult Education and services. SAC will offer AA pathway designed around working adults with support systems available from non-credit offerings. Child Development program will be offered. SAUSD will provide a dependent charter school, similar to MCHS. The facility is a move in ready, recently modernized elementary school that is DSA approved. <ul style="list-style-type: none"> The site will offer 10 classrooms, office, counseling offices, and 2 child development center classrooms. SAUSD will be building a brand new building and the college will have shared use. Soft opening in the fall, with full offerings in spring. Huge growth opportunity for Santa Ana College. This site has the potential of generating 600 FTES per year. Members were reminded that the committee had approved setting aside \$1mill for the purpose of setting up an adult education center in Santa Ana. In addition the site is being funded through the Adult Education Block Grant. The college will be receiving \$300,000 annually. 	

6. STUDENT UPDATE	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	There was no student present.	
7. SACTAC	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Dr. Kennedy thanked the committee for their support in moving the recommendation from Planning and Budget to College Council. He noted the college is moving forward with the technology plan as well as the implementation of the plan.</p> <p>It was reported that 1, 063 computers are needed for SAC & CEC. The strategy is as follows:</p> <ul style="list-style-type: none"> • The college will purchase 549. • The district will purchase 150. • Ms. Bhandari will be switching out some computers that are still under warranty from the T bldg. to other classrooms. • The balance of 208 computers will be left for be replaced next year. • Total of the upgrade is \$964,000. <p>The college is taking active steps to upgrade computers, hardware and information technology in moving towards a sustainable replacement schedule.</p>	
8. ACCREDITATION	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	Members were advised that efforts are moving forward in preparing the Mid-Term reports as well as follow ups to items that were identified from the last accreditation.	
9. OLD BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	Members were advised that a based on the results of the institutional surveys, the Academic Senate presentation discussion there had been discussion to establish a sub-committee that would analyze the process, get feedback, recommend improvements, applying them to the process. It was noted the main areas identified were better communication and closing the loop.	
10. NEW BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Quarterly Budget Performance Report</p> <p>Dr. Collins presented the Quarterly Budget Performance Report ending March 2017. The report also shows projections through June 30th. He reviewed in detail some of the report for the members and noted that the college budget is holding up well. He thanked the divisions and departments for their work in managing the day to day budgetary operations. He noted the college is in a good position moving into 17/18. Dr. Collins thanked the committee for their efforts in managing the budget.</p> <p>Budget Reduction Strategy</p> <p>Dr. Collins presented the members with a Potential Budget Reduction Strategy for FY 17/18 Adopted Budget. He noted that the colleges were asked to provide cuts based on their FTE production 70/30 split. Discussion ensued:</p> <ul style="list-style-type: none"> • SAC was asked to cut \$2.27mil. • The reductions were made as not to impact student success, student pathways or courses. • The district allowed ½ of the cuts to be taken from ongoing cuts and ½ in savings. 	<p><u>ACTION</u></p> <p>Motion was moved by E. Jones to accept the Quarterly Budget Performance Report as presented.</p> <p>2nd –E. Fosmire</p> <p>The motion was unanimously approved.</p>

	<ul style="list-style-type: none"> • Dr. Collins review each area and invited questions. • Mr. Carlos noted that the cuts in PT Instructors will be made through refocusing on efficiency. • Hiring already budgeted classified positions minimizing the need for hourly classified employees. • Anticipating initial increase in utilities with the Central Plant coming on. • The college is moving towards going digital with the class schedules. Paper schedules will still be made. • Per the BOT direction, the Instructional Service Agreements were fully funded. Unfortunately the college experienced some challenges due to curriculum resulting in a loss of positive attendance. • Members were advised that 40% of the college's FTES come from Positive Attendance. Members were advised that many factors can impact that. • Concerns were shared in regards to adding classes close to the beginning of the semester. 	
11. FUTURE AGENDA ITEMS		
12. OTHER	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	There was a brief discussion regarding expanding the SAC promise. It was noted that there is s legislation moving forward that could potentially provide a similar opportunity for Adult Education in Santa Ana.	

Submitted by Geni Lusk
Next Meeting –August 1, 2017
(if needed)