

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	Ed Fosmire, co-chair	Gabe Shweiri (a)	Omelina Garcia (a)	Mark Reynoso	
Jim Kennedy (a)	Roy Shahbazian	Brian Sos (a)	Jimmy Nguyen	Brian Kehlenbach	
Madeline Grant	John Zarske	Monica Zarske		Tim Winchell	
John Steffens	Vaniethia Hubbard	William Nguyen	Student Representatives		
Jeffrey Lamb			Alyna Suarez (a)		
			Sara Valencia (a)	(a) = absent	
1. WELCOME and INTRODUCTIONS					Meeting called to order 1:39pm Meeting adjourned at 3:00pm
2. PUBLIC COMMENTS	DISCUSSION/COMMENTS				ACTIONS/ FOLLOW UPS
	None				
3. MINUTES	DISCUSSION/COMMENTS				ACTIONS/ FOLLOW UPS
	Approval of the Mar. 5, 2019 minutes.				Approval of Mar. 5, 2019 minutes was moved by Monica Zarske, 2 nd by John Steffens. Motion carried unanimously.
4. OLD BUSINESS	DISCUSSION/ COMMENTS				ACTIONS/ FOLLOW UPS
	Revise Planning & Budget Committee Goals 2020/2022: See attached draft 2020/2022 Planning & Budget Committee Goals.				To be approved at next meeting.
5. BUDGET UPDATE	DISCUSSION/COMMENTS				ACTIONS/ FOLLOW UPS
	<p>Student Center Funding Formula (SCFF) Update: California Community Colleges Memo – Dr. Hoffman reported that the Chancellor’s office is guaranteeing us our “hold harmless” amount and COLA at 2.71%. We lost roughly \$5M. We were asked to incorporate a deficit factor in our budget of 5.06%, which equates to the amount that we received through the new SCFF. We are fortunate that we have reserves. We are doing a deeper dive on the funding, and as this committee decided, we will allocate a portion of the monies to go into ongoing personnel costs. We predict a prudent ending balance this year.</p> <p>RAR Lottery account update – Mark Reynoso stated that the lottery requests for next year total roughly about \$90,000. We will be able to fund this amount to the requesting departments. An email was sent out to all Deans regarding their lottery requests. The lottery spreadsheet is on the Administrative Services webpage as well as the RARs. Dr. Hoffman reported that we can no longer have open Purchase Orders with Office Depot under a lottery fund account.</p>				

6. ENROLLMENT UPDATE	DISCUSSION/COMMENTS	
	Dr. Lamb reported that we are leading last year's numbers. We are currently at 5,375 credit FTES. Noncredit is down by 34, making the total 603 FTES. All positive attendance still need to be collected, which will put us slightly above last year's totals. Catalog production process is commencing. Changes should be completed electronically to streamline the process. The CurriQunetMETA module was unable to be used in this cycle, but will be used in the future.	
7. STUDENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Madeline Grant reported that under the Professional Development Committee, one of their tasks is to develop a process to better integrate students to participate on committees, and to train them about committees and what to report. The Committee team will be partnering with Chairs and Co-Chairs to help train students.	
8. SACTAC	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Projection Equipment Update – this project will take place on SAC campus.	
9. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Dr. Lamb reported that his team is in the process of finalizing the annual report to the Accrediting Commission for Community and Junior Colleges (ACCJC). The report has two parts: narrative and a physical report. The narrative speaks to parts of our institutional set standards, such as; course completion, transfers, certificate completion, degree completion, and pass rates on particular exams. The ACCJC asked the team to look and established stretch goals. They were able to look at what they want to accomplish by looking at the set strategic goals and use those as a measure for the stretch goals. The physical report will be completed and submitted by the District Office.</p> <p>Outcomes Assessment – Dr. Lamb commented that the Nuventive group came to campus and presented their programs and services. All were enthusiastic about the tools they offered. He also reported on the attached draft proposal that was presented at the last Outcomes Assessment meeting. This proposal is to form an Institutional Effectiveness Committee (IEC). The main focus would be on outcomes assessment, program review, and accreditation and having a spot where research and planning weaves these items together. The Outcomes Assessment group would be a subcommittee of the IEC. There will be a need for faculty leads and administrative support for this group. Shelly Jaffray would be the lead. The group will be meeting again in a couple of weeks to formalize the committee structure.</p>	
10. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	
11. FUTURE AGENDA ITEMS		
	<ul style="list-style-type: none"> Setting RAR priorities 	
GENERAL INFORMATION		
	https://www.rscdd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx	
NEXT MEETING	May 7, 2019 – S-215	

Submitted by Maria Cardona