

*Santa Ana College
Budget Committee
Minutes
October 12th, 2004*

Purpose of this Campus Budget Committee: to develop topics for discussion based on Santa Ana College's funding needs, in order to provide budget allocation recommendations for consideration by the District's Budget Allocation and Planning Review Committee.

Attendees: Steve Bautista, Carolyn Breeden, Jana Cruz, Steve Eastmond, Paul Foster, Joseph Geissler Raul Gonzalez del Rio, David Guzman, Dietrich Kanzler, Sara Lundquist, Kathy Mennealy, Denise Philips, Ed Ripley, Sarah Santoyo, Sergio Sotelo, Maria Sugrañes, Jinhee Trone, George Wright, and John Zarske.

Absent: John Didion, Thom Hill, Rhonda Langston, Earl Mitchell, and Mike Trevitt

Paul Foster opened the meeting at 1:40 p.m.

- 1.0 Members of the committee introduced themselves.
- 2.0 Paul Foster shared that the purpose of the committee is to develop topics for discussion based on Santa Ana College's funding needs, in order to provide budget allocation recommendations for consideration by the District's Budget Allocation and Planning Review Committee.
 - 2.1 The purview of the committee is to review discretionary fund allocated to the college. In total there is about \$18 million in discretionary funding, though \$15 million is allocated for part-time faculty and staff, which leaves \$3 million for the committee to consider for allocation recommendations.
- 3.0 Paul Foster explained the District's budget timelines and processes: the development of budget assumptions, the creation of a tentative budget and the establishment of an adopted budget. The budget process to be developed by this committee, with sufficient time for planning, will provide an effective means for SAC personnel to make recommendations and receive feedback. A review of the budget process will help the committee identify where and when a statement of the college's position would be crucial to budget development, as well as lead to suggestions to change the process to allow more input from the colleges. Emphasis was placed on the clear identification of the college's needs and the development of a strong, unified argument for funding as the most effective way for the college to have its needs recognized.
- 4.0 Maria Sugrañes emphasized the importance of budget planning to the Accreditation Review Committee. A comprehensive plan that adequately reflects the funding needs of the college, and is funded accordingly, is integral for satisfying the review committee's standards for accreditation.
- 5.0 The 2004-2005 budget was balanced by using funds from the reserve. The minimum level of reserve has to be 5% of the District's total funds. Therefore, we cannot depend on the reserve to balance the budget for the 2005-06 fiscal year.
- 6.0 The effect of the distribution of full-time faculty hires on the college's budget was discussed. If a college is not able to hire necessary full-time faculty members, adjunct faculty will have to be hired to meet the demand. The cost of full-time faculty is taken out of the district's

general fund, however, the cost of adjunct faculty is taken out of a college's discretionary fund. Therefore, if the district limits the number of full-time faculty that a college can hire, the college ends up using a significant portion of its discretionary fund to pay for adjunct faculty.

6.1 Sara Lundquist indicated that a supplemental allocation may be provided to a college that has to use the discretionary fund for adjunct faculty, but the location and expenditure of these funds is confusing and time consuming to track.

7.0 Committee members expressed concern that for the past two years there wasn't a college Budget Allocation Review Committee. Consequently, classified staff and faculty were not part of the process and were somewhat mystified as to the reasons behind some of the District's budget decisions. It was explained that many of the budget issues resulted from California's multi-billion dollar deficit, the mid-year budget cuts by Governor Davis, the recall of the governor, the unexpected increase of funding by Governor Schwarzenegger, and the loss in FTE. In response to the shifting political and economic situation, the district has had to continually modify and revise the budget, which affected the automatic distribution of funds into rollover budgets and resulted, at times, in the inadequate allocation of funds.

It was suggested that a workgroup be established to develop a SAC budget time line. The workgroup will consist of Maria Sugrañes, Raul Gonzalez del Rio, Carolyn Breden, Sara Lundquist, and Paul Foster.

Next Meeting: November 9, SAC Conference Room: 1:30 – 3:00

Paul Foster adjourned the meeting at 3:00.