



**SAC BUDGET MEETING**  
**MINUTES – NOVEMBER 2, 2010**  
**SAC FOUNDATION BOARD ROOM**  
**1:30P.M. – 3:00P.M.**

**Approved 3/1/11**

*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.*

Administrators	Academic Senate			CLASSIFIED	Student Rep.
Paul Foster, co-chair	Steve Bautista	Ray Hicks	Monica Porter	Tom Andrews	Ross Carter
Norm Fujimoto	Matt Beyersdorf	Michael Kelcher	George Wright	Judy Arroyo	<b>Guests</b>
Sara Lundquist(a)	Andy Gonis	Jeff McMillan, co-chair	John Zarske	Joel Sheldon	
Ed Ripley					

<b>1. WELCOME</b>		<b>Meeting called to order – 1:38p.m.</b>
	Self Introduction were made.	
<b>2. MINUTES</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	The October 5 minutes were presented for approval.	<b>ACTION</b> Motion was moved by N. Fujimoto to approve the October 5, 2010 Budget Committee minutes as amended. 2 <sup>nd</sup> – M. Porter Discussion ensued. Motion carried unanimously.
<b>3. Budget Update</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>State Budget</b> Paul Foster	<ul style="list-style-type: none"> <li>Board approved the a budget for 2010/11.</li> <li>District is positioned for potential mid-year cuts.</li> </ul> <p>Full-Time Faculty Obligation Compliance document from the State Chancellor’s Office was presented to members.</p> <ul style="list-style-type: none"> <li>77% of the faculty lost since the hiring freeze came from SAC.</li> <li>The plan to address the faculty obligation issue is under discussion in Chancellor’s Cabinet.</li> <li>The Faculty Priorities Committee developed a prioritized list of (27) faculty needs               <ul style="list-style-type: none"> <li>The recommendations were forwarded to Dr. Martinez                   <ul style="list-style-type: none"> <li>The college president will review the list and make a formal recommendation to the chancellor</li> <li>New positions will be split based on FTES at each college</li> </ul> </li> </ul> </li> </ul> <p>It was noted that positions that are currently being advertised are positions that are currently budgeted.</p> <ul style="list-style-type: none"> <li>Additional faculty positions currently under discussion will be included in the 2011/2012 budget.</li> <li>New faculty hires will affect the part time accounts</li> </ul> <p>Members discussed the opportunity to hire the best faculty before other districts begin hiring.</p> <ul style="list-style-type: none"> <li>State faculty obligation requirements are currently suspended.</li> </ul>	

Budget Update (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The following informal recommendation was made by the committee to the district's HR committee:  The SAC Planning and Budget Committee supports the district's initiative to begin hiring now in order to acquire good candidates. John Zarske will take that recommendation to the next HR committee meeting.</p>	
4. RSCCD Budget Familiarity Review	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The committee continued review the RSCCD budget practices. Members were provided two examples of department budgets, Administrative Services and Chemistry.</p> <ul style="list-style-type: none"> <li>o The district bases the tentative budget for utilities and employee benefits on information received in February and March. This typically results in over-budgeting in those areas because early estimates tend to be worst case scenarios.</li> <li>o Unspent monies in these budgets are transferred directly to the ending balance.</li> </ul> <p>Some concerns were shared regarding the significant over budgeting:</p> <ul style="list-style-type: none"> <li>• Over budgeting in benefits vs. the loss of classified jobs</li> <li>• A mid-year assessment should be considered</li> <li>• Need to track the budget more precisely.</li> <li>• The need for better budgeting practices was noted in an effort toward building more concrete planning.</li> </ul> <p>A discussion ensued regarding the difficulties and limitations the delayed state budget and deferred payments have had on the RSCCD. These circumstances created a cash flow problem using the district's \$32 million ending balance to fund operations.</p> <p>The high percentage of costs within department budgets are in personnel (approx. 80 - 90%) leaving limited options for reductions outside of eliminating personnel.</p> <p>The importance of departments being aware of their budget was discussed.</p>	<p><b>FOLLOW UP</b>  At the December 7 meeting, Andy Gonis will lead the committee discussion to determine the content of a committee position statement regarding the District's present reserve fund.</p> <p><b>FOLLOW UP</b>  N. Fujimoto will forward the Fund 11 year to date document previewed by the committee to the deans to be disseminated to the department chairs.</p>
5. Other		
	<p>It was noted that positions that are currently being advertised are positions that are currently budgeted.</p>	

**Adjourned – 2:55 p.m.**  
**Next Meeting –Tuesday, December 7, 2010**  
**1:30 – 3:00p.m.**  
**SAC Foundation Board Room**