



**SAC PLANNING & BUDGET MEETING**  
**MINUTES – DECEMBER 6, 2011**  
**SAC FOUNDATION BOARD ROOM**  
**1:30P.M. – 3:00P.M.**

**Approved 2/7/2012**

*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.*

<b>Administrators</b>	<b>Academic Senate</b>			<b>CLASSIFIED</b>	<b>Student Rep.</b>
Paul Foster, co-chair	Steve Bautista	Elliot Jones	Monica Porter	Tom Andrews	Fernando Antunez(a)
Jim Kennedy	Matt Beyersdorf(a)	Michael Kelcher	George Wright	Judy Arroyo	<b>Guests</b>
Sara Lundquist(a)	Ray Hicks	Jeff McMillan, co-chair	John Zarske	Vacant (2)	Denise Phillips
Linda Rose					
<b>1. WELCOME</b>				<b>Meeting called to order 1:35p.m.</b>	
<b>2. PUBLIC COMMENTS</b>		<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>
		<p>Public comments were made.</p> <p>Members discussed the recent presentation to the Board by SCC. Ray Hicks is reviewing documents to identify areas of over budgeting and under spending. The detail that will be presented to assist in budget building for 2012-13.</p> <p>It is important that the concerns of the SAC Planning and Budget committee are documented at BAPR meetings. It's important that the process is followed. Additionally, any and all recommendation should be sent back from College Council and or the district to the committee.</p>			No action taken.
<b>3. MINUTES</b>		<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>
		The November 1, 2011 minutes were presented for approval.			<p><b>ACTION</b></p> <p>Motion was moved by M. Kelcher to approve the Nov. 1, 2011 Planning &amp; Budget Committee minutes.            2<sup>nd</sup> – S. Bautista            Motion carried unanimously.</p>
<b>4. BUDGET UPDATES</b>		<b>DISCUSSION/ COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>
Paul Foster		<ul style="list-style-type: none"> <li>Paul reported that trigger 2 will be pulled for 2012/2013. It will impact the funding to the district for this year, but will likely not impact local 2011-12 budgets.</li> <li>State looking at a \$12–13 billion deficit for 2012-13.               <ul style="list-style-type: none"> <li>SAC will not be making any adjustments this year, but system-wide shortfalls will likely impact SAC next year.</li> </ul> </li> <li>Orange County is trying to take the ERAF (Educational Revenue Augmentation Fund) portion of property tax revenue away from community colleges. Under Proposition 98 guidelines, those funds rightfully belong to community colleges. This SAC portion is between \$250,000 and \$400,000.</li> </ul>			

BUDGET UPDATES (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> <li>Members were forwarded an email from Scott Lay regarding this movement and encouraged to contact their respective county supervisor.</li> </ul>	
5. OLD BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>Update on Motion to College Council to distribute 40% of the \$14 mil of the "Excess District Reserve."</b></p> <ul style="list-style-type: none"> <li>It was noted that this item was mentioned at the end of the last College Council meeting, but there was not time to fully discuss the topic; nor was a vote taken.</li> </ul> <p>Discussion ensued. The committee wants to know that recommendations are going forward. The committee decided to reaffirm their motion of October 4, 2011.</p>	<p><b>ACTION</b>  The motion was made by George Wright to reaffirm the motion made on October 4, 2011 that a recommendation be made to College Council (December 14) that 40% of the \$14mil of the "Excess District Reserve" be operationalized for SAC, SCC and the District Office according to the percent distribution in the Adopted Budget.  2<sup>nd</sup> – Tom Andrews  The motion carried with 2 abstentions.</p>
	<p><b>Hiring Freeze Cost Savings</b>  Paul reported that this number is reflected in cuts made over the last three years. Administrative Services has not tracked the exact number of positions lost at SAC.</p>	
	<p><b>Budget Forum Review</b>  A discussion ensued regarding the recent Budget Forum at SAC.</p> <ul style="list-style-type: none"> <li>Seems to be a disconnect between the district and SAC</li> <li>Ray will be meeting with the Chancellor in January to discuss the budget</li> </ul> <p>The committee discussed the need for BAPR members to have a more proactive role in the development of the budget.</p> <ul style="list-style-type: none"> <li>The budget has never been analyzed by BAPR members before being asked to approve.</li> <li>There needs to be an opportunity for BAPR members to be involved with the budget development earlier in the process.</li> </ul>	
	<p><b>Mechanism for potential future budget reductions.</b>  Dr. Rose presented a series of questions that could be considered by departments for future reductions.  Discussion ensued.</p> <ul style="list-style-type: none"> <li>Academic Affairs - what are we going to do that's different from what we've been doing to help our students move forward and reach their educational goals.</li> <li>Support Services – what can do to make sure that support services play a role in helping students be successful.</li> <li>Important to look at the college population and student success in a broader sense.</li> <li>Non-credit is growing in some community college – what are we doing to attract those students?</li> <li>Non-credit is not growing at CEC or OEC. Some of this is due to external demographic.</li> </ul>	

OLD BUSINESS (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> <li>• Non-credit needs continue to be unmet within the district. It is important to think about what is needed to meet our future targets.</li> </ul>	
OTHER	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>January 3 meeting is cancelled.</p> <p><b>Future Agenda items</b></p> <ul style="list-style-type: none"> <li>• Continued discussion on Budget, Planning, and Reduction.</li> <li>• Review and recommend a change in budget preparation that moves away from rolling budgets to a process that includes adjusting current budgets to reflect latest projects and prior year actual expenditures.</li> <li>• The SAC Budget and Planning Committee should have the opportunity to look at the details in the budget before it is presented to the board for approval.</li> </ul>	

**Adjourned – 3:05p.m.**  
**Next Meeting –Tuesday, February 7, 2011**  
**1:30 – 3:00p.m.**  
**SAC Foundation Board Room**