



**SAC BUDGET MEETING
MINUTES
APRIL 11, 2006**

APPROVED 5/9/06

Administrators

President Martinez
Carolyn Breeden
Noemi Kanouse, Committee Chair. (absent)
Thom Hill(absent)
Rhonda Langston(absent)
Sara Lundquist
Kathy Mennealy(absent)
Sergio Sotelo
Maria Sugranes

Faculty

Steve Bautista
Dan Goldmann
Steve Eastmond (absent)
Jeff McMillan
Al Siddons(absent)
George Troxcil, Co-Chair
George Wright
Alternates:
Jared Ceja

Classified

Jana Cruz
Pete Paolino
Denise Phillips

Guests:

1. Welcome and Introductions

The meeting was called to order at 3:20 p.m. by George Troxcil, Committee Co-Chair.

2. Approval of Meeting Minutes for March 14, 2006

A motion was made to approve minutes for March 14, 2006. (McMillan/Bautista)
The committee unanimously approved the minutes.

3. Status of Budget Process

Mr. Troxcil asked for clarification on the budget process in regards to the allocation of additional funds that could possibly become available once the final budget is signed by the governor. It was reported that additional unrestricted funds would be distributed according to the priorities established in the portfolio planning. The importance of good planning and good forecasting in recognizing the needs of all departments and divisions was emphasized to members. Additionally, it was mentioned that spending of special funding monies is dependant on what the monies have been allocated for.

It was noted that there had been a revision to the SAC budget calendar and reflecting a new deadline for divisions/departments to submit there budgets to Administrative Services has been extended to April 24th.

4. Results of conference survey from Deans

Unrestricted conference funding was discussed in regards to sources of funding and how the monies are distributed. It was noted that some conferences are able to paid from categorical monies. Dr. Breeden mentioned that VTEA funds are used to pay for conferences in the occupational programs. Furthermore, she noted that in the past, divisions/departments made the decision to transfer monies from instructional supply in order to fund conferences.

Mr. Troxcil asked Dr. Breeden if a more defined need for conference funding could be brought to the May meeting. Conference funding models will be provided at the next budget committee meeting. It was noted that portfolio planning is currently being used in regards to conference planning by some of the department/divisions as recommended by the budget committee.

5. Status of funding for classroom speakers

An update on the classroom speakers was provided. It was reported that 9 out of the 18 rooms were upgraded and that remainder of the rooms would be completed after July 1. Maria Sugranes will provide a listing of the 9 rooms that were upgraded at the next meeting.

6. Question from BAPRC

Mr. Troxcil raised the issue of lottery funds and how those monies if made available would be distributed. It was explained that the restricted lottery funds have generally in the past been restricted to instructional supplies. However the unrestricted lottery funds are discretionary in their availability for use. Unrestricted lottery funds will go through the portfolio planning process for department/divisions.

7. Estimated Expenditures vs. Revenues

Mr. Troxcil presented members with a handout dated March 22, 2006 that provided a RSCCD overview of expenditures and revenues. A concern was shared regarding the gap between the estimated revenues and the estimated expenditures. Dr. Martinez explained that there had been some adjustments to these budget estimates since the date of the document, notably in the areas of New Positions and to the Datatel support and implementation costs. She also noted the coordinating efforts between SAC and SCC in working together and how she found those efforts of great value.

8. Other

The process for the district accepting donations was discussed. Dr. Martinez clarified that donations have been accepted in the past and are well received by the district. Furthermore, she clarified that most recently a donation was not able to be accepted due to the failure of having a mutually agreeable contract between the donor and the district.

Maria Sugranes provided an update on license fees highlighting the top 4 software programs as an example of the possible savings by purchasing site licenses. It was recommended that SACTAC review the issue of annual software site licenses and make a recommendation to President's Council.

Dr. Martinez reinforced the importance of utilizing the shared governance model in identifying the needs and priorities of the college and bringing those needs to President's Council.

The following items were requested for agenda items for May 9

- Possibility of a summer meeting schedule
- Conference funding model
- Cost savings of a vacant position

Agenda items for future discussion:

- Relationship between the college and the district in regards to the budget model.
- FTE goals

Meeting adjourned at 3:28 p.m.

Next meeting for SAC Budget Committee Meeting

May 9, 2006 – 1:30 – 3:00p.m. in the SAC Foundation Conference Room

☆All meeting times are from 1:30 – 3:00p.m. unless otherwise noted.