



SAC BUDGET SPECIAL MEETING
MINUTES – MAY 6, 2008
SAC FOUNDATION BOARD ROOM
1:30P.M. – 3:00P.M.

Approved 6/3/08

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	CSEA	Guests	Student Representation
Norm Fujimoto John Grindel, Co chair Sara Lundquist Sergio Sotelo	Dan Goldmann Andy Gonis Ray Hicks Jeff McMillan	Renee Miller(a) Al Siddons George Troxcil, co chair	Tom Andrews(a) Judy Arroyo	Marlene Guzman Elliott Roca

1. WELCOME		Meeting called to order–1:36 p.m.
MINUTES	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
2. Approval of Minutes – 4/1/08		Motion to approve minutes as presented (Arroyo/Wright)
3. Approval of Minutes – 4/29/08		Motion to approve minutes as presented (Wright/Fujimoto)
4. Budget Allocation Model	DISCUSSION/ COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
	<p>Members were provided with a summary of faculty concerns regarding the Budget Allocation Model. In addition to the document being reviewed by members the following was noted:</p> <ul style="list-style-type: none"> • The Budget Allocation Model was implemented in 2000/2001. • The Model is not being followed as written <ul style="list-style-type: none"> ▪ Should either be followed or changed • The information is unclear regarding the district operation’s allocation as outlined in the model. <ul style="list-style-type: none"> ▪ Numbers should be more transparent. • Members identified some discrepancies in the Model. • The need for an update was noted in order for the Model to be relevant. • Consideration of maintenance costs of older facility needs to be incorporated. • Model does not lend itself for clear interpretation. • Budget cutting component needs to be incorporated into the Model. • Annual review of the Model should be calendared. <p>A discussion ensued regarding the definition of “fixed” cost and the identified “fixed cost” list as outlined in the Model.</p> <ul style="list-style-type: none"> • Confusion on the process of how costs became “fixed.” • With the structure that was recently identified for budget cuts, some items were identified as “fixed” that were outside the model. <ul style="list-style-type: none"> ▪ In the process for budget cuts, it was clear that well over half of SAC’s discretionary funds are have to be met, essentially “fixed.” 	

	<p>Mr. Troxcil informed members that part of the Planning Agenda for Standard III.D – Financial Resources, recommends that the Model needs to be addressed and in place by next fiscal year.</p> <p>After thoughtful discussion, the committee agreed unanimously on a motion to move their request for a review of the Budget Allocation Model forward to the BAPRC. Within that discussion, the following notations were made:</p> <ul style="list-style-type: none"> • Importance for College leadership to have free discussion and be given consideration in bringing issues, making suggestions, and providing input. • College leadership through Joint Cabinet discuss individual and common concerns in advance of the review of the Model. <p>The motion will be formalized in a letter, along with supporting attachments and presented to Dr. Martinez on behalf of the SAC Budget Committee at the May 14th College Council Meeting. It was noted that May 14th is the meeting of the BAPR workgroup.</p> <p>Motion made by Dr. Sara Lundquist. Seconded by Tom Andrews. The Santa Ana College Budget Committee would like to request an annual review of the Budget Allocation Model to update any functional changes that may have trickled through the course of the year and to confirm that it is functioning the way it was designed. In addition, the committee is recommending that the BAPR committee specifically review the Faculty Concerns document as identified on May 6, 2008 as well as other areas which might be identified between now and the time BAPR takes up the consideration of the model.</p>	<p>ACTION – Cover letter to be composed by co-chair, George Troxcil and prepared by Geni Lusk.</p> <p>ACTION – Letter and supporting documents will be added as part of the approved minutes.</p> <p>ACTION – Mr. Grindel will present the letter at the May 14th College Council Meeting on behalf of the Budget Committee.</p>
<p>5. Priorities from Constituent Groups</p>		<p>ACTIONS/OUTCOME/FOLLOW UPS</p>
<p>Classified</p>	<p>Mrs. Arroyo presented the Classified Priority List 08/09. There was brief discussion regarding the outline of the document. Document will be revised and forwarded to Mr. Grindel.</p>	<p>ACTION - Classified Priorities 08/09 document will be revised and forwarded to Mr. Grindel.</p>
<p>ASG</p>	<p>Mr. Roca discussed five areas that were identified as priorities.</p> <ul style="list-style-type: none"> • Human Services and Technology • Science , Math and Health Sciences • Humanities, Social Sciences • Fine and Performing Arts • Business <p>He also stressed the importance of Student Health Services, Psychological Services and the International Students Program.</p> <p>He outlined the process for members as to how priorities were determined. Mr. Roca will forward a detailed listing of priorities as well as some ideas for cost saving strategies.</p>	<p>ACTION – Mr. Roca will forward a detailed listing of priorities as well as some ideas for cost saving strategies.</p>

Academic Senate	<p>The following priority items were brought forward on behalf of the Senate:</p> <ul style="list-style-type: none"> • Keeping cuts away from students • Keep cuts away from the classroom 	
5. Meeting Materials		
	<ul style="list-style-type: none"> • Meeting materials will no longer be provided for members. • Members can choose to print materials off of website. Meeting materials can be found on the Facilities Committee's page on InsideSAC. • Co chairs will be provided with materials. 	
6. OTHER		
BUDGET UPDATES	<p>Mr. Grindel noted the following on the budget process.</p> <ul style="list-style-type: none"> • College has done well in meeting the required cuts. • Almost all returns have been received in Administrative Services. • Final materials due to district by Friday. <p>Mr. Grindel noted his gratitude and appreciation for the positive efforts of all in this process.</p> <p>He noted concern that the May revise might bring concerning Categorical, Lottery and Instructional Equipment monies.</p> <p>Appreciation was noted for the efforts of Mr. Grindel, Mr. Foster and Mrs. Abejar in providing the tools for facilitating the budget cutting process for SAC.</p>	

Adjourned – 3:10 p.m.
Next Meeting – June 3, 2008
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