

*Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators	Academic Senate		CLASSIFIED	GUESTS	
Bart Hoffman, co-chair	Ed Fosmire, co-chair	Gabe Shweiri	Omelina Garcia	Esmeralda Abejar	
Jim Kennedy	Elliott Jones (a)	Brian Sos (a)	Jimmy Nguyen (a)		
Madeline Grant	Roy Shahbazian	Monica Zarske (a)			
Ray Hicks (a)	John Zarske (a)	William Nguyen			
John Steffens			Student Rep.		
Jeffrey Lamb			Alyna Suarez		
Vaniethia Hubbard			Sara Valencia (a)	(a) = absent	
<b>1. WELCOME</b>					Meeting called to order 1:38pm Meeting adjourned at 3:00pm
<b>2. PUBLIC COMMENTS</b>	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	None				
<b>3. MINUTES</b>	<b>DISCUSSION/COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Approval of the October 2, 2018 and November 6, 2018 minutes.			<u>ACTION</u> Approval of Oct. 2, 2018 minutes was moved by Roy Shahbazian, 2 <sup>nd</sup> by Dr. Kennedy. Motion carried.  Approval of Nov. 6, 2018 minutes were approved with minor changes. Moved by Madeline Grant, 2 <sup>nd</sup> by Dr. Kennedy. Motion carried.	
<b>4. BUDGET UPDATE</b>	<b>DISCUSSION/ COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Dr. Hoffman reported that the district has hired a new consulting firm named Cambridge West. This firm will assist in the new funding model. We are still waiting to receive a simulation spreadsheet as discussed at the last Fiscal Resource Committee meeting on Nov 14, 2018. The spreadsheet will help understand how funding is derived. <b>Student Centered Funding Formula White Paper:</b> Dr. Hoffman pointed out a statement of concern in the White Paper; “While it is <i>impossible</i> to isolate the specific reasons for the increase in funding, the district particularly excels in Enrollment metrics . . .” The word “impossible” is a bit alarming. This does not sit well in the presentation created by these consultants. He added that the consultants stated, “the colleges that are more				

	<p>traditional in relations to course offerings and degrees versus what Santa Ana College offers, who rely heavily on the instructional service agreement, compare to other modern colleges are going to fair well, their funding will be more stable”. This institution heavily relies the instructional service agreements (ISA), and unfortunately, in a couple years that will only count about 60% of our funding. Our College heavily relies on ISAs. It appears that 20% comes from positive attendance and 80% from contact hours. Dr. Kennedy added that for CEC about 23% FTEs comes from positive attendance and 17% from ISAs, which fluctuates. Dr. Hoffman that if we did not have the student center funding formula, the base allocation would be \$5,457, and with the added credit of \$3,727, which is a significant difference prior to the funding formula. The supplemental allocation, which is for programs such as Pell grants, Promise Program, etc. does not allow us to get additional funding because we serve people that are already employed (firefighters, police, etc.). Jeffrey Lamb mentioned that Student Success may qualify if we look at courses with certificates alignment. Dr. Hoffman stated, with the help of Dr. Lamb’s staff, they are looking into courses that may qualify.</p> <p>Dr. Hoffman added that a simulation spreadsheet will be created with the 17/18 data to come up with the estimated 18/19 funding. This is what we are waiting for to get a better idea of the funding. Dr. Hoffman explained that we have \$2.5M to be allocated once we get a better handle on how we will receive our funding. The district will determine how the funds are allocated to each College. Dr. Kennedy further explained that the consultants that were hired are here to assist in the funding process and the entire FRC will be considered the workgroup. The FRC and the consultants will develop the new budget model. He encouraged all who have an interest to attend the FRC meetings.</p> <p><b>Planning and Budget Process and Procedures Manual</b>  Esmeralda Abejar presented the 2018/2019 Planning and Budget Process and Procedures Manual. She added that on Oct. 2, 2018, the 2019/2020 SAC Budget Priorities were approved. The Budget Priorities, Committee Goals and Development Calendar (2018/2019) as well as other calendars, budget procedures and forms are all included in the Manual. The Resource Allocation Request (RAR) form for both 2018/2019 and 2019/2020 are also a part of the Manual. You will notice that the 2019/2020 RAR form is a revised version. She also notified the committee of upcoming budget training taking place on December 6, 2018.</p>	
<b>5. ENROLLMENT UPDATE</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>Dr. Lamb reported that recent enrollments, compared to last year, increased by 125 credit FTEs and 102 non-credit FTEs. Dr. Lamb pointed out that we needed 942 FTEs from summer to meet our target. There is some work to do in terms schedule building, enrollment management and course cancellations in order to fall within the new funding formula requirements and hit the high bar. The Spring catalog of schedules will be printed soon. About 5,500 copies will be printed and distributed to departments on campus. The copies are being tracked to see what division uses more or less so that we do not waste money on too many copies. Alyna Suarez added that the Veteran students prefer a paper copy instead of an electronic copy. Dr. Lamb added they are working on getting the schedules approved quicker in order to print the catalogs in a timely manner and have the catalog uploaded on the webpage as soon as possible. He talked about</p>	

	working on SAC's Enrollment Management plan to create ways to increase enrollment. He added, there is a need to target the students we want to attract by offering more evening classes, online classes, etc. to help increase enrollment.	
<b>6. STUDENT UPDATE</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Alyna Suarez reported that they are handing out incentives such as donuts, this week to help de-stress the students during finals. There is also a toy drive on campus this week. The Veteran's Center will be collecting blankets for the homeless and they will delivered to the homeless shelter in downtown Santa Ana. This Friday there will be a student holiday party from 11am – 1pm. Anyone can attend.	
<b>7. SACTAC</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Dr. Kennedy reported that the new SACTAC goals were adopted. They will be working on updating the technology plan as well as working on the process to prioritize IT related projects as implemented by the District. John Steffens reported that they are working on the rebranding of the IQ Bars. They will be getting new signage and shirts. This should be effective this Spring. He also reported that the platform (Starfish) that is used by other colleges to implement student success data will not be implemented by Fall due to its complexity. They will focus on using Cranium Café and other software that came with the Online Education Initiative set up for Fall and revisit the Starfish platform in the future.	
<b>8. ACCREDITATION</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>9. OLD BUSINESS</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Dr. Hoffman suggested a meeting to focus the Committee goals based on the recent surveys.	
<b>10. NEW BUSINESS</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>11. FUTURE AGENDA ITEMS</b>		
	TracDat – Representative from Nuventive to demonstrate program.	
<b>12. Informational Handouts</b>		
	<a href="https://www.rscdd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx">https://www.rscdd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx</a>  Next meeting – Feb. 5, 2019	

Submitted by Maria Cardona