

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 (a)	Mark Reynoso	Brenda Furlong
Jim Kennedy	Elliott Jones (a)	Brian Sos (a)	Jimmy Nguyen (a)	Ana Diaz	Brian Kehlenbach
Madeline Grant	Roy Shahbazian	Monica Zarske			
Ray Hicks (a)	John Zarske	William Nguyen (a)			
John Steffens (a)			Student Rep.		
Jeffrey Lamb			Alyna Suarez (a)		
Vaniethia Hubbard			Sara Valencia (a)	(a) = absent	
1. WELCOME				Meeting called to order 1:35pm Meeting adjourned at 3:08pm	
2. PUBLIC COMMENTS	DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS		
	None				
3. MINUTES	DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS		
	Approval of the Dec. 4, 2018 minutes.		<u>ACTION</u> Approval of Dec. 4, 2018 minutes with changes, was moved by Jim Kennedy, 2 nd by Vaniethia Hubbard. Motion carried.		
4. BUDGET UPDATE	DISCUSSION/ COMMENTS		ACTIONS/ FOLLOW UPS		
	<p><u>In-Depth Analysis of State Budget</u>: Update on Governor’s Budget</p> <p>Dr. Hoffman reported that the Governor’s Budget includes a one-time district savings in California State Teachers’ Retirement System (CalSTRS) payment that would reduce our districts’ share of liability in teacher pensions. This one-time savings would equate to \$700,000 for our district. He also added that regarding the new Student Center Funding Formula (SCFF), there is a year-to-year cap of 10% growth for the student success allocation.</p> <p>Dr. Hoffman recently attended the ACCCA Budget Workshop in Sacramento. He shared that a Student Centered Funding Oversight Committee was formed and they will be looking at and bringing forth recommendations/changes relative to the SCFF. He added that there was some focus on non-credit FTES at the workshop. Dr. Kennedy explained that non-credit FTES were excluded from the SCFF and it could be an attempt to include the enhanced non-credit FTES in to the SCFF. It would be key to be included in these discussions if the enhanced non-credit FTES are to be included in the SCFF. Dr. Hoffman spoke on Instructional Service Agreements (ISA). ISAs were</p>				

	<p>included in the formula, and consequently, we took a hit financially. In the past, we would receive 100% and now we only receive 70% for credit FTES rate. We would like to be able to provide educational services to public safety. At the conference, a formed panel focused on the overarching analysis of the governor’s proposed budget. They are keeping an eye on the Prop 98 funding guarantee. There is only a certain amount of money allocated and these funds support many programs. The new SCFF has generally good intentions, but dependent on how successful colleges do, there is only so much money to go around. As we all improve our metrics and do better, it was alluded that there still may not be funds to pay us.</p> <p>SCFF Update – Cambridge West Partnership: RSCCD 4-Year SCFF Historical Data Dr. Hoffman presented the RSCCD 4-Year SCFF Historical Data handout. He explained that handout depicts data that was pulled from complex State data files and the items in gray are still not clear because not enough information was given. Cambridge West presented on the 17/18 data that the State used to fund us and compared it to SAC numbers. Dr. Hoffman shared that you can find the data, by district, on the Chancellors Office website (www.cccco.edu). However, there are discrepancies. Some of their numbers do not match our numbers. Cambridge West will be working of figuring out the gray areas and discrepancies. The split has not been finalized at this time.</p> <p>Data Integrity Project Steering Committee Update Other consultants from Cambridge West were hired to participate on this committee. They are working with SAC staff that is responsible for MIS data gathering. They are working to understand our processes and considering areas that we can improve based on the error reports that we have relative to the MIS data we compile before submitting it to the State. They are also making sure we submit true and accurate data.</p>	
5. ENROLLMENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Dr. Lamb report that the Spring Intersession enrollments are flat from last year. This number will continue to rise slightly. Our Spring enrollment numbers are only slightly lower than last year. There currently is plenty of open classes. We are focusing efforts on supporting some of the significant changes that have happened in English and Math categories, to ensure that the enrollment numbers are where they need to be. We are transitioning several courses from developmental to college level. The goal is to have an average of 35 students per class. Courses with under 20 students will be reviewed. We are looking to offer courses at the tail-end to meet the degree completion component. Dr. Lamb stated that managing enrollments will be conducted differently due to the new funding formula requirements, Guided Pathways transformations, the college’s alignment with the vision for success and the State Chancellors goals. It is important to know what direction the students are going, to help build accurate schedules. A discussion took place regarding our Spring Intersession and why it’s named “Spring Intersession”. Dr. Lamb replied that it’s called Spring Intersession because the enrollments are reported with the Spring session. He also reported that SAC is working with the City of Santa Ana and the Orange County Sheriff’s Department to offer courses that their employees would benefit from and offer them in a format for working adults, i.e. online, hybrid, weekend courses, etc.</p>	<p>Motion to change “Spring Intersession” name. John Zarake 1st, Madeline Grant 2nd.</p>
6. STUDENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

	None	
7. SACTAC	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	No report at this time.	
8. ACCREDITATION	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Outcomes Assessment Workgroup Dr. Lamb reported that he is overseeing two groups. One is the Strategic Enrollment Management Taskforce, which will be focusing on the college’s responsibilities regarding the new Student Centered Funding Formula. They will track and monitor activities related to the Guided Pathways framework, create a level of accountability and stick to our strategic plan. The other group is the Outcomes Assessment Workgroup. Outcome assessments is the cornerstone of our integrated planning and budget allocation model. Assessments is the first thing that we require to be completed. Secondly, engaging in a program review. Finally, identifying how the resources received will improve the student’s experience in the classroom. We are trying to partner with the Academic Senate, Teaching & Learning Committee, Guided Pathways Group and the VPs to identify if the assessments are working on campus and what resources are needed to create effective assessments and hopeful that the assessment tools will work in our favor. He also added that the accreditors are going to require us to show results from our assessments, not just in student learning outcomes, but also at the program and services level, as well as our student services and administrative outcomes. We have three years before the accreditation. The Chancellor has volunteered SAC to participate in a pilot program to engage in formative accreditation assessment. Meaning the accreditor’s will come to SAC in the next year and work with us on a portfolio approach to accreditation.</p>	
9. OLD BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Revise Planning and Budget Committee Goals for 2020-2022 Results College-wide RARs Effectiveness Survey Results Annual Self Evaluation Survey of Effectiveness of P & B Committee Work Based on the surveys we need to review/revise our 2020-2022 Committee Goals.</p>	At the next meeting, we are proposing to dedicate a block of time to review and revise the goals.
10. NEW BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
11. FUTURE AGENDA ITEMS		
	<p>TracDat/Nuventive Presentation – Integration of Planning and Budget: Point Person? Monica Zarske reported that there is no TracDat/Nuventive point person at this time. Jarek Janio is taking calls from faculty at this time and assisting them. There is a great need to identify a point person. Madeline Grant pointed out that, as Nuventive, the program has a new look and feel however, it has not been updated since the original download. Dr. Lamb will contact a Nuventive representative and request a campus presentation.</p> <p>Resource Allocation Request (RAR) Review Task Force – Mark Reynoso Dr. Hoffman suggested that a task force be composed to review and investigate other community college RAR processes. This task force would work in conjunction with the Assessments Outcome Workgroup and the Budget Office team to help improve the current RAR process.</p>	

	<p>Mark Reynoso reported that his team is still putting the RARs together and will use the current RARs process. The ideas from the new task force can be incorporated in next years' RARs process. Mark Reynoso will participate in the Outcomes Assessment Workgroup.</p> <p>Facility Modification Request (FMR) Process Update – Mark Reynoso</p> <p>All FMRs are to be submitted to Maria Cardona and Mark Reynoso in Administrative Services. There are three forms that must be completed before any modifications can be done. Form 1 is sent to Administrative Services where it is logged, reviewed for completion and confirmation of funds. Once Form 1 is approved, it will be forwarded to Facilities at the District Office for investigation. The District office will complete Form 2, if approved, Form 3 is completed which will begin the repair/replacement process.</p>	
12. Informational Handouts		
	<p>General Information</p> <p>https://www.rsccd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx</p> <p>Next meeting – Mar. 5, 2019</p>	

Submitted by Maria Cardona