

**THE PLANNING and BUDGET COMMITTEE** is the participatory governance committee responsible for recommending budget priorities, procedures, and processes to the College Council. The Planning and Budget Committee also functions as a community liaison for fiscal affairs with the college community.

Santa Ana College Participatory Governance Structure Handbook (May 27, 2015)

### Agenda

1. Welcome and Introductions	
2. Public Comments	
3. Approval of Minutes: <b>May 5, 2026</b>	ACTION
4. Action Items <ul style="list-style-type: none"> <li>• SSSP Budget One-Time Funds Request – <b>Maria Dela Cruz/Counseling Dept.</b></li> <li>• <a href="#">Tentative Budget &amp; Fund 13 Expenditure Plan Presented</a> (recommendations discussed for AB) – <b>Jim Kennedy</b></li> </ul>	ACTION/RECOMMENDATION
5. Updates/Reports Student Update (5min) – <b>Minh Le   Leticia Perez</b> <ul style="list-style-type: none"> <li>• State Budget Update (May Revision) – <b>Jim Kennedy</b></li> <li>• Quarter 3 Budget Performance Report – <b>Jim Kennedy</b> <ol style="list-style-type: none"> <li>1. <a href="#">Fund 11 (as of 03/31/26)</a></li> <li>2. <a href="#">Fund 13 (as of 03/31/26)</a></li> </ol> </li> <li>• District Resource Requests – <b>Jim Kennedy/Tommy Strong</b></li> <li>• <a href="#">SAC CEP Goals Worksheet</a> &amp; Assessment of Committee Goals (2<sup>nd</sup> Read) – <b>Tommy Strong</b></li> <li>• <a href="#">Budget Allocation Model (BAM) Draft 2026</a> – <b>Tommy Strong</b></li> </ul>	INFORMATION
6. Periodic Reports <ul style="list-style-type: none"> <li>•</li> </ul>	INFORMATION
7. Unfinished Business <ul style="list-style-type: none"> <li>•</li> </ul>	ACTION/APPROVAL
8. New Business <ul style="list-style-type: none"> <li>•</li> </ul>	DISCUSSION/RECOMMENDATION
9. Future Agenda Items <ul style="list-style-type: none"> <li>• Review Fund 41 Balances &amp; FMR Projects – <b>Jim Kennedy/Tommy Strong</b></li> </ul>	INFORMATION
General Information <a href="https://www.rscdd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx">https://www.rscdd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx</a>	INFORMATION
<b>Next Meeting: September 1, 2026</b>	

Planning and Budget Committee  
Academic Year 2025-2026

**MEMBERSHIP**

- VP, Admin Services Co-Chair or voting alternate – **Bart Hoffman**
- Academic Senate Co-Chair – **Tommy Strong**
- VP, Academic Affairs or voting alternate – **Jeff Lamb**
- VP, Student Services or voting alternate – **Vaniethia Hubbard**
- VP, Continuing Education or voting alternate – **Jim Kennedy**
- Academic Senate President – **Claire Coyne**
- Senate VP Community Operations – **Merari Weber**
- Up to 6 faculty representatives appointed by Academic Senate President, 3 in even years and 3 in odd years.

**Silvia Castillo**

**Reza Mirbeik Sabzevary**

**Kelly Nguyen**

**Luis Pedroza**

**Linda Sung**

**John Zarske**

- Up to 4 Classified representatives – **Mark Ou | Jimmy Nguyen | Liliana Oropeza | Jessica Avalos**
- Student Representative – **Minh Le | Leticia Perez**
- A Dean or Manager from Academic Affairs – **Kristi Blackburn | Bill Reardon** (alternate)
- A Dean or Manager from Student Services – **Lorena Valencia | Mark DeAsis** (alternate)

**Planning & Budget Committee  
Meeting Schedule  
Academic Year 2025-2026  
(1:30pm -3:00pm)**

**September 2, 2025**

- Membership for Current Academic Year
- SCFF Reports – End of Semester and Year Metrics
- Budget Reports – (Year End Budget & Adopted Budget)

**October 7, 2025**

- **Committee Charge (subject to vote in March 2026)**
- Review P&B Committee Goals

**November 4, 2025**

- Quarter 1 Budget Performance Report
- Budget Priorities for RAR Process (1<sup>st</sup> read)
- Resource Allocation Request (RAR) Summary
- FON Recommendation

**December 2, 2025**

- Budget Priorities for RAR Process (2<sup>nd</sup> read)

**February 3, 2026**

- SCFF Reports – End of Semester Metrics – (*for trending purposes only*)
- Quarter 2 Budget Performance Report
- Governor’s Proposed Budget Presentation

**March 3, 2026**

- First Read of Meeting Calendar for next AY
- Review Tentative Budget Assumptions
- Presentation – Technology Replacement Plan
- Presentation – SAC/CEC Marketing Plan

**\*Friday, April 17, 2026, from 10:30am – 12pm  
(Recommendation given April 7<sup>th</sup> is Spring Break)**

- SAC/CEC Marketing Plan (2<sup>nd</sup> Review)
- Approval Meeting Calendar for Next AY (2<sup>nd</sup> Read)
- Technology Replacement Plan (2<sup>nd</sup> Review)
- Review of District Resource Requests (Program Reviews)

**May 5, 2026**

- Quarter 3 Budget Performance Report
- Tentative Budget & Fund 13 Expenditure Plan presented (recommendations discussed for AB)
- Assessment of Committee Goals

**May 26, 2026**

- State Budget Update (May revision)