



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

Administrators	Academic Senate		CLASSIFIED	GUESTS	
Mike Collins, co-chair	Ed Fosmire, co-chair	Gabe Shweiri	Omeline Garcia(a)	Esmeralda Abejar	
Jim Kennedy	Ray Hicks	Brian Sos(a)	Jimmy Nguyen(a)	Archana Bhandari	
Carol Comeau(a)	Elliott Jones	Monica Zarske(a)			
Frances Gusman(a)	Roy Shahbazian	George Wright(a)			
Madeline Grant	John Zarske	William Nguyen	<b>Student Rep.</b>		
Brian Kehlenbach	John Steffens(a)		Pierre Tran(a)		
<b>1. WELCOME</b>					Meeting called to order 1:30p.m. Meeting adjourned – 2:55p.m.
<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>	
	The Nov. 7, 2017 minutes were provided for approval.			<u>ACTION</u> Motion was moved by Madeline Grant to approve the Nov. 7, 2017 Planning & Budget Committee minutes. 2 <sup>nd</sup> – Gabe Shweiri. The minutes were unanimously approved.	
<b>4. BUDGET UPDATE</b>	<b>DISCUSSION/ COMMENTS</b>			<b>ACTIONS/ FOLLOW UPS</b>	
	Dr. Collins reported on the following:  State: <ul style="list-style-type: none"> <li>Year-to-date State’s revenue continue to exceed budget projections by about \$673M according to the Department of Finance.</li> </ul> District: <ul style="list-style-type: none"> <li>External financial audits for District and Foundation went to the Board for approval. All audits were clean with no material issues. Thanks went out to the entire Accounting team for getting through the audit process.</li> <li>The District went to market and sold the second series B bond funds for the continued construction on campus, which was worth about \$70M, in cash. These are normally sold in intervals to fund projects.</li> </ul>				

	<p>SAC:</p> <ul style="list-style-type: none"> <li>• SAC has allocated the funds for the 17/18 RARs to all divisions.</li> <li>• FY 18/19 RARs are due in by December 18, 2017. There will also be a special institution-wide RAR that outlines the needs related to our Guided Pathways initiative.</li> <li>• SAC Foundation will be updating our Master Agreement with the District, along with developing a District-wide foundation accounting manual. These were two areas noted by the auditors for improvement.</li> <li>• Basic Skills/Equity/SSSP Integrated plan was approved by the Board, which drives the budget development.</li> </ul>	
<b>5. ENROLLMENT UPDATE</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>Jim Kennedy reported that credit enrollment increased 1.9% from Fall 2016 bringing it to 5,882 FTES for Fall 2017 and non-credit enrollment increased 4.5% from Fall 2016 bringing it to 1,370 FTES for Fall 2017. We are anticipating a large amount of FTES at the end of the year due to the academies for the credit enrollments. A final number will be available after the end of the year. Everything is looking on target. With Summer borrowing we will have a full restoration. Spring is trending pretty equal to 2016. Currently, there are over 500 FTES enrolled for intersession.</p>	
<b>6. STUDENT UPDATE</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>No student representative present.</p>	
<b>7. SACTAC</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>Dr. Collins reported that at the previous SACTAC meetings, Director of IT, Archana Bhandari presented information related to computer replacement planning for 2018. Last year \$1.1M was spent on technology upgrades in FY 16/17. We anticipate allocation of \$400,000 to \$500,000 per year, if not more, to keep up with our computer inventory. Archana Bhandari presented Computer Replacement Planning slides (attached).</p> <p>Dr. Collins stated that \$600,000 has been set aside in Fund 13 (one-time funds), to cover computer replacements for 2017/2018. Also stated, that it is the intention of this committee to fund about \$400,000 - \$500,000 a year for computer replacements.</p>	
<b>8. ACCREDITATION</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>College Council is continuing to work on developing vision statements to accompany the new College Mission Statement.</p>	
<b>9. OLD BUSINESS</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>10. NEW BUSINESS</b>	<b>DISCUSSION/ COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<ul style="list-style-type: none"> <li>• Technology Upgrade for FY 17/18 – Archana Bhandari</li> </ul>	
<b>11. FUTURE AGENDA ITEMS</b>		
	<p>None</p>	