



SAC BUDGET MEETING MINUTES

OCTOBER 10, 2006

APPROVED 11/14/06

Administrators

President Martinez
Noemi Kanouse, Committee Chair
John Grindel
Thom Hill
Rhonda Langston
Sara Lundquist
Kathy Mennealy
Sergio Sotelo
Maria Sugranes

Faculty

Steve Bautista
Mary Ellen Bobp
Dan Goldmann(absent)
Steve Eastmond (absent)
Jeff McMillan
Al Siddons
George Troxcil, Co-Chair
George Wright

Classified

Jana Cruz
Denise Phillips
Pete Paolino
Vacant (2)

Guests:

Ray Hicks

Alternates:

Jared Ceja (absent) David Guzman (absent)
Ed Ripley

1. Welcome and Introductions

The meeting was called to order at 1:35 p.m. by George Troxcil, Committee Co-Chair. The committee made self introductions.

2. Approval of Meeting Minutes for August 22, 2006

A motion was made to approve minutes for August 22, 2006. (Wright/Mennealy)
The committee unanimously approved the minutes.

3. Adopted 2006/07 Budget

Mrs. Kanouse provided a detailed presentation on the 2006/07 Adopted Budget. She noted that the budget was presented to the Board of Trustees on September 11, 2006.

Mrs. Kanouse noted to members that 2006/07 represents the highest resource allocation the Community College system has received in a decade.

4. 2006-07 FTE Update

- ♦ A 2006/07 FTE update was presented to members. The update reflected a strong enrollment growth for the district. Mrs. Kanouse noted the report as of October 5 reflects that the district is very close to the target mark. The FTE actual is at 30, 740.43 and the target projection is at 31,132.00. A concern was shared regarding the borrowed FTEs and how that number can be misleading in terms of actual growth. Mrs. Kanouse was asked to address the borrowed FTE's issue with Peter Hardash. A discussion ensued regarding a variety of factors that have affected growth. Mr. Grindel indicated to members that the census reflects a 16.44% increase. Dr. Martinez share with members that there was a 15% increase in Distance Education. It was stated that there are presently 52 Distance Courses with that number increasing to 72 courses this coming Spring. It was stated that the report does not reflect the academies positive attendance. Dr. Martinez, along with Mr. Vasquez, President of Santiago Canyon College have asked the District to research the factors that have affected the growth.

5. SAC Cash Flow

- ♦ Members were provided with a combined cash flow report for Santa Ana College as of October 9, 2006.

6. Community College Updates

- ♦ The committee reviewed a handout from the Legislative Analyst's Office. Mrs. Kanouse noted that the office projects an operating shortfall of almost \$5 billion for 2007/08. She noted the importance of keeping the possible shortfall in perspective especially in light of the unusual year.
- ♦ **SB 1131**
Mr. Troxcil reported that SB 1131 allows for 5 million dollars to be used for professional development. The district has been allocated \$137, 000 to be shared between the 2 colleges. Monies will not be available until after February or March 2007, however monies may be able to be carried to the coming fiscal year which will be of great benefit in meeting staff development needs.
- ♦ **SB 361**
Mrs. Kanouse reported that the governor signed the bill on September 29. Additionally, she noted some of the bill's highlights, such as equalization for all districts to the 90th percentile, an improved growth formula and a non-credit FTE rate enhancement of \$400.00 per FTE. Mr. Troxcil expressed his concern in making sure these monies come through to the colleges following the model.

7. One Time Funds

The spending plan for SAC was presented to members. The amount was based on FTE production. The plan identified the total per funding category, division between the credit and noncredit. A breakdown of the plan for Student Services spending was also outlined. Mrs. Kanouse highlighted that the spending plan allocates for Student Assistants which was identified by the Budget Committee as one of the priorities.

Mrs. Kanouse indicated that account numbers will need to be established for the funding categories. Furthermore, it was clarified that this development of this plan was a collaborate effort of the Cabinet, deans and faculty (credit and non-credit). Due to the short timeline provided to submit the spending plan, detailed plans have not yet been fully developed. It was noted that funds are interchangeable and the college has two years to spend the funds.

In regards to the other one-time funds, Instructional Equipment and Vocational Education, it was noted that both groups are meeting and working with their portfolios in the planning process. In addition, this one-time funding will allow for some of the items outlined in the priority list to be addressed.

An allocation of \$5,000 was given to each Vice-President of which some of that allocation was to be used for classified staff development.

The importance of the communicating the process for the One-time funds was expressed. Mrs. Kanouse noted the responsibility of the committee members as well as those involved in the collaboration of the plan development to inform those they represent as to what is happening in regards to the spending plan and other pertinent budget issues.

8. '06 Priority List Review

Mr. Troxcil noted that the spending plan is consistent with the '06 priority listing.

- ♦ **Staff Development Funds Update**
Members were presented with a handout that identified allocation of one-time funds to be used for conference funding amongst the college divisions/departments. Mrs. Kanouse noted that monies allocated were based on FTE for full time instructors. Furthermore, she stated that monies have been set aside for a possible classified development function that may include the district.

It was clarified that monies allocated for conferencing outside of categorical conference funds are primarily for the use of those individuals who do not have access to use the categorical money. In addition, conference monies are to be used for that purpose as opposed to being move to another account within a division. Members were reminded that staff development monies do not primarily pertain to conferences, monies can be used for stipends, curriculum development, etc. The divisions will manage the funds and the intent is for the spending to follow the portfolio planning.

It was recommended that the spending process be evaluated. In addition it was noted that divisions would work with Mr. Grindel in regards to any special funding challenges that may arise.

- ◆ Work Study Placement for Students

Mr. Troxcil is working on finding out what the history of funding (work study Federal Funds) has been at SAC over the past 4 years. His findings will be reported at a future budget meeting.

Dr. Lundquist provided a brief overview of the work study programs that are offered to students as well as the requirements of the programs, the criteria for students, specifically the Federal Work Study, and the work study program offered to students, that is funded through other resources.

9. Other

A brief excerpt from Dr. Martinez beginning of the year meeting regarding the SAC timeline as it pertains to facility planning was provided to the committee. A concern regarding the feeling that the campus construction work on the SCC appears to be much more aggressive than the work at SAC. Dr. Martinez noted to members that she has been very proactive in stating the needs of the SAC since arriving as president. It was mentioned that SAC is moving forward with new construction, however some of our current and completed new projects are off-sight giving the perception that we are not as aggressive as our sister college. Additionally, she added that the SAC campus has required a significant amount renovation work.

In response to an inquiry as how information is communicated to Classified Staff specifically in regards to Staff Development funding, Dr. Martinez stated that staff development monies have been allocated through Vice Presidents office. In addition she stated that the SAC College Council is an avenue for information. Lastly, Dr. Martinez mentioned that she is working on a program for Classified Staff.

The following items have been requested Items for the next meeting:

- ◆ FTE updates growth
- ◆ Departmental Portfolio Database

The meeting adjourned at 2:55p.m.