



SAC Planning and Budget Committee
 December 5, 2023
 1:30pm - 3:00pm
 Zoom Meeting

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 November 7, 2023	ACTION
4. Updates/Reports <ul style="list-style-type: none"> • Budget Reports– Mark Reynoso (5 min) <ul style="list-style-type: none"> ▪ Quarter 1 Budget Performance Report ▪ Resource Allocation Request (RAR) Summary • COVID 19/Block Grant Update – Dr. Hubbard (5 min) 	INFORMATION
5. SCFF Metrics Reports	DISCUSSION
6. Old Business <ul style="list-style-type: none"> • Review P&B Committee Goals/Goal Setting Template 2nd Read • Budget Priorities for RAR Process (1st read) 	ACTION
7. New Business	INFORMATION
8. Student Update (5 min)	INFORMATION
9. SACTAC – John Steffens (5 min)	INFORMATION
10. Accreditation – Monica Zarske (5 min)	INFORMATION
Future Agenda Items <ul style="list-style-type: none"> • Assess Tasks on Committee Calendar • FTES 101 PowerPoint – Dr. Nery, Presenter • Discrepancies between SCFF Metrics and MIS Data – Dr. Martinez 	INFORMATION
General Information https://www.rscd.edu/Departments/BusinessServices/Pages/Fiscal-Resources-Committee.aspx	INFORMATION
Next Meeting: February 6, 2023	

Planning and Budget Committee
AY 23-24

Membership

- VP, Admin Services Co-Chair or voting alternate – Bart Hoffman
- Academic Senate Co-Chair – Jorge Lopez
- 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 3 in odd years)
 - Kelly Nguyen
 - Kelvin Leeds (Fall 2023)
 - Brandon Rocke (Spring 2024)
 - John Zarske
 - Jennie Beltran
 - Reza Mirbeik
 - Luis Pedroza
- Up to 4 Classified representatives – Omelina Garcia, Mark Ou, Jimmy Nguyen
- Student Representative – Julia Guerrero
- **A Dean or Manager from Academic Affairs –**
- **A Dean or Manager from Student Services – Robert Manson**

Planning & Budget Committee
Meeting Schedule
AY 23-24
(1:30pm -3:00pm)

September 5, 2023

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

October 3, 2023

- Review P&B Committee Goals

November 7, 2023

- Quarter 1 Budget Performance Report
- Budget Priorities for RAR Process (1st read)
- Resource Allocation Request (RAR) Summary

December 5, 2023

- Budget Priorities for RAR Process (2nd read)

February 6, 2024

- SCFF Reports – End of Semester Metrics
- Quarter 2 Budget Performance Report

March 5, 2024

- First Read of Meeting Calendar for next AY
- Presentation – Technology Replacement Plan

April 12, 2024 – 11:30am (2nd Friday)

- Presentation – SAC/CEC Marketing Plan
- Approval Meeting Calendar for Next AY
- Technology Replacement Plan Update
- Digital Dons

May 7, 2024

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

May 28, 2024

- State Budget Update (May revision)