



SAC PLANNING & BUDGET MEETING
MINUTES – FEBRUARY 7, 2012
SAC FOUNDATION BOARD ROOM
1:30P.M. – 3:00P.M.

Approved 3/6/2012

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.

Administrators	Academic Senate			CLASSIFIED	Student Rep.
Paul Foster, co-chair	Steve Bautista	Elliot Jones	Monica Porter	Tom Andrews	Fernando Antunez(a)
Jim Kennedy	Matt Beyersdorf(a)	Michael Kelcher	George Wright	Judy Arroyo	Guests
Sara Lundquist	Ray Hicks(a)	Jeff McMillan, co-chair	John Zarske	Vacant (2)	Esmeralda Abejar
Linda Rose					Allen Dooley
1. WELCOME				Meeting called to order 1:38p.m.	
2. PUBLIC COMMENTS		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		No public comments			
3. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
The December 6, 2011 minutes were presented for approval.		No discussion		ACTION Motion was moved by Tom Andrews to approve the Dec. 6, 2011 Planning & Budget Committee minutes. 2 nd – M. Kelcher Motion carried unanimously.	
4. BUDGET UPDATES		DISCUSSION/ COMMENTS		ACTIONS/ FOLLOW UPS	
Paul Foster		<ul style="list-style-type: none"> Triggers 1 & 2 have been implement which will impact the 11/12 budget. <ul style="list-style-type: none"> BOG waivers are up due to increase in tuition. The cost of the bargaining groups agreements will cost the district 3mil. The unit cost is increasing from \$36.00 – \$46.00 in July. It is anticipated that there will be additional state deferrals which will impact cash flow. No faculty hires for next year was a recommendation to the Chancellor from the HR committee. Calif. Community College league predicts a workload reduction for 12/13 that could cost the district 6.6mil. Tax reform legislation to generate more revenue is being proposed. Board does not want layoffs. When an employee separates from the district there is a cost savings. Members were reminded to go the district website for review of the most recent budget presentation to the board.			
		A discussion ensued on how the college will continue to serve students as the system is contracting due to decreased resources. <ul style="list-style-type: none"> Potential impacts are coming. Currently when classes are cut, they are being replaced with other classes of higher demand. 			

4. BUDGET UPDATES (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> On the credit side, Summer 2012 will continue. CEC has cut their summer session from 6 weeks to 4 weeks which will result in a FTE reduction. 	
5. OLD BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Update on Motion to College Council to distribute 40% of the \$14 mil of the "Excess District Reserve."</p> <p>A discussion ensued regarding the status of the motion. It was noted that due to time limitations at the meetings and the impact of the holidays on the meeting schedule, the motion had not been thoroughly discussed and therefore not voted on at College Council.</p>	<p>ACTION Paul will talk to Dr. Martinez and bring it up at College Council.</p>
6. NEW BUSINESS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Budget Model Update/Recommendation</p> <p>The latest revision of the BAM had been sent to members for their review prior to the meeting. Members were advised that there had been a 1st reading of the new BAM at BAPR. Members of BAPR will be voting on adopting the model at the next BAPR meeting. Discussion ensued.</p> <p>Members were reminded of their obligation in representing the constituencies that they represent.</p> <ul style="list-style-type: none"> Faculty representatives have been directed to support the new SB361 budget allocation model. The process for handling COLA and growth monies will not change as they are contractual issues. A (draft) flow chart was presented for members for review. CSEA membership has not been introduced to the model as yet. <ul style="list-style-type: none"> It was share that the CSEA representatives have not shared the model with their constituency until they fully understand the model. FARCCD concerns have been addressed. <p>The model will allow the colleges greater control of their budgets in managing their expenditures. The colleges will be able to keep monies and reallocate those funds to address their needs.</p> <p>Broad guidelines for general operating procedures that would move the budget responsibilities to the campus.</p> <ul style="list-style-type: none"> Not intended to have an impact on collective bargaining. COLA and growth monies would not be released to the colleges until after collective bargaining had taken place. <ul style="list-style-type: none"> Each college will be responsible to handle the outcome of any district wide collective bargaining agreements. Budget control will be implemented, specifically where the colleges will receive the monies to cover all employee related costs. It will also allow for cost savings when someone separates from the district. <p>Once the recommendation is approved to adopt the new model an implementation phase will begin.</p> <ul style="list-style-type: none"> The new model will take effect beginning July 1, 2013. A district wide implementation group will be formed. The college will make the decision as how to address the additional 	<p>ACTION Motion was moved by John Zarske that a recommendation be made to College Council that the college supports the adoption of the new SB361 Budget Allocation Model at BAPR. 2nd – S. Bautista Motion carried with one opposition from CSEA.</p>

6. NEW BUSINESS (cont.)	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>accounting impact the model will have on the budget.</p> <ul style="list-style-type: none"> The colleges will “buy” some of the services from the district. ✓ A yearly evaluation of the district services is built into model. <p>Members were advised that currently personnel decisions are made by each college.</p> <p>A vote will be held at BAPR for adoption on February 22, 2012.</p> <ul style="list-style-type: none"> Members were reminded that the process will be continuously reviewed especially in the first year of implementation. <p>Recommendations for changes would be made by Planning and Budget committee for recommendation to College Council for recommendation to BAPR.</p>	
7. FUTURE AGENDA ITEMS	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> Integrating more planning as it relates to the budget. More education on the college budget process. 	
8. OTHER	DISCUSSION/ COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Committee Communication Mechanism</p> <p>Committee members were asked to give some thought about ways to improve the mechanism in place for moving items forward to College Council once the Planning and Budget committee has made a formal recommendation.</p> <p>Discussion ensued.</p> <ul style="list-style-type: none"> The role of the committee is to make recommendations to College Council. There needs to be one person identified who is responsible to the committee for bringing the items forward. There is a standing agenda item for the Budget and Planning committee identifying Paul and Jeff as co-chairs. Paul agreed that he will be responsible for taking items forward to College Council from the Planning and Budget committee. 	<p>FOLLOW UPS</p> <p>Paul will follow up on the following items and report back:</p> <ul style="list-style-type: none"> <i>Motion to College Council to distribute 40% of the \$14 mil of the “Excess District Reserve.”</i> <p>What was done with the recommendation? Was it done or not?</p> <ul style="list-style-type: none"> <i>The recommendation made by the committee to be forwarded to College Council that the college’s support of the adoption of the new SB361 Budget Allocation Model at BAPR.</i>
	<p>DPP</p> <p>It was reported that the Department Portfolio Planning (DPP) program originally thought to streamline the planning and budgeting process did not meet the needs as had been originally anticipated by Paul.</p>	

Adjourned – 3:00p.m.
Next Meeting –Tuesday, March 6, 2012
1:30 – 3:00p.m.
SAC Foundation Board Room
Submitted by G. Lusk 2/14/2012
Reviewed and edited by Jeff McMillan