



SAC BUDGET MEETING MINUTES FEBRUARY 13, 2007

APPROVED 3/13/07

Administrators

President Martinez
Noemi Kanouse, Committee Chair
Norm Fujimoto (absent)
Thom Hill (absent)
Rhonda Langston
Sara Lundquist (absent)
Kathy Mennealy
Sergio Sotelo
Maria Sugranes

Faculty

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

Classified

Jana Cruz (absent)
Denise Phillips
Pete Paolino
Vacant (2)

Guests:

Alternates:

David Guzman for Sara Lundquist

1. Welcome and Introductions

The meeting was called to order at 1:34 p.m. by George Troxcil, Committee Co-Chair. The committee made self introductions.

2. Approval of Meeting Minutes for November 14, 2006

A motion was made to approve minutes for November 14. (McMillan/Wright). The committee unanimously approved the minutes.

3. 2006-07 FTES Update

♦ 2006-07 History

A 2006/07 FTE update was presented to members. Mrs. Kanouse reported that SAC is keeping a steady growth; the report indicated almost 2% growth increase from last year. A discussion ensued regarding the lab transfer 800 FTEs and where they were reflected on the report. Mrs. Kanouse will clarify the issue and report back to the committee. At the request of the committee, a historical overview from 1999 through 2007 was provided for review. The overview reflected a comparison of the two colleges. A discussion ensued regarding the difference of cost and return of FTEs as well as the factors that affect the growth for each college.

4. Proposed Budget

The committee was presented with the document Overview of the Proposed Community College Budget for 2007-08. Mrs. Kanouse noted that this is the first snapshot of the 2007/08 budget and highlighted the following:

- The 4.04 COLA
- 2% enrollment growth rate
- SB 361 differential funding - 80% of SAC's Continuing Education qualifies for these monies. These monies will be available at year end.

Mrs. Kanouse reported that the proposed budget was better than what had been anticipated. It was clarified that the additional monies for Continuing Education will be processed through the district budget model. It was noted the RSCCD is the 2nd largest provider of Continuing Education.

5. Budget Assumptions

2007/08 Budget Assumptions were presented to the committee. This document was presented and approved by the Board of Trustees on February 5th. Mrs. Kanouse noted that the budget is based on these assumptions.

6. RSCCD Budget Calendars

The tentative and adopted budget calendars were presented to members. The tentative budget is due to the district by May 4, 2007 and the deadline for the Adopted budget is August 3, 2007. Mrs. Kanouse referenced the adjusted timelines on the tentative calendar. Some of the adjustments made were to accommodate the new DATATEL system. Mrs. Kanouse stated that the adopted calendar reflects timelines after the Governor has passed the budget leading to the Board of Trustees adopting the budget in September.

Mr. Troxcil reiterated the importance of identifying the colleges needs between now and April. There was a brief discussion in regards to a clearer understanding of the portfolio process. This issue will be re-enforced in President's Cabinet and in the Faculty Senate meeting.

7. Cash Flow

Mrs. Kanouse presented a combined cash flow report for SAC ending 2/12/07. She was happy to report that the college is within its allocation.

8. Priorities at SAC 06/07

The committee reviewed the budget priorities established for 2006/07. The committee discussed the priorities and specific areas were addressed.

- **Safety**
Parking Lot 6 was repaired.
- **Student Job Placement**
Funding has been increased as well as the hourly rate both for the internal and federal student jobs.
- **Unrestricted Conference Funds**
- **Equipment** – Instructional, Technology (Computers), and Office
- **Supplies** – Instructional, Administrative
- **Faculty Development Funds**
- **Classified Positions**
- **Staff Development Funds**

A status of the 06/07 priorities will be sent to members prior to the March 13 meeting in order for members to re-assess the priorities and discuss.

It was clarified that portfolios should include support staff.

9. Conference Funding Model

Members were presented with the overview of conference monies for the SAC categorical funds as well as the district's discretionary conference monies. Mr. Troxcil reported that the conference funding has worked well. It was clarified that additional conference funding received was a result of the one-time funds.

10. Publication and printing of materials

Mr. Troxcil expressed a concern regarding printing costs and the need for individual accounts. This is an area that will need further review.

11. Strategic Plan

Is there a strategic plan for our colleges that is supported by the district strategic plan? Dr. Martinez shared that she is planning a College planning day on April 13. The information gathered from the Staff Development day, February 2nd will be used to framework the discussion. Additionally, Dr. Martinez noted that Richard N. Katz and presenters from Toffler Associates® have offered to come back and assist us in taking the next step.

12. Staff Development

There was an inquiry into the cost of the February 2nd staff development event and the source of funding. It was noted that the source of funding was part of the one time funds specifically earmarked for staff development. It was reported that the one-time funds received were approximately \$138,000 and the cost for the event was estimated between \$85,000 and \$100,000.

13. Other

Staff Development Officer – item still in discussion with Mr. McMillan and Dr. Martinez

Adjourned 2:50 p.m.