



SAC BUDGET MEETING MINUTES

FEBRUARY 14, 2006

APPROVED 3/14/06

Administrators

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

Faculty

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

Alternates:

Classified

Jana Cruz
Pete Paolino
Denise Phillips

Guests:

1. Welcome and Introductions

The meeting was called to order at 1:35 p.m. by Noemi Kanouse, Committee Chairperson. Mrs. Kanouse wished everyone a happy Valentine's Day.

2. Approval of Meeting Minutes December 13, 2005

Motion to approve minutes for December 13, 2005 as amended.
(McMillan/Wright).

Amendments noted in *bold italics*

- **Parking Lot**

A summary of parking lot repairs was presented to members that outlined parking lot repairs that would bring them up to code for the district, SCC and SAC. This is a pro-active move to maintain the lots. Parking fee revenues, costs of maintenance repairs and distribution of revenues collected at each college were discussed. It was clarified that parking lot repairs are paid for by the revenues generated from the college parking fees. *Also noted was that college parking fees pay for security personnel.* It was suggested that monies collected at each college should stay at each college to cover such repair costs and furthermore the committee was interested in parking fees being assessed at all district sites outside of the two college campus.

- **Conference Funding**

George Wright addressed the committee in regards to conference funding and an expenditure report for 04/05 was distributed for members. Members discussed the need to define the process for accessing conference funds. The importance of staying within the portfolio guidelines was noted to members as the guidelines are directly related to the accreditation process for the college. It was suggested that funds be administered at the division level. *Also suggested was that there be a central oversight for conference funding.* Dr. Martinez will discuss with Cabinet what conference monies are available and she will meet with Jeff McMillan to discuss the process. The goal for a process to be in place was set for Fall '06.

The committee unanimously approved the minutes.

3. 2006/2007 Governor's Budget

Mrs. Kanouse highlighted the following points on the governor's proposed budget presented the following:

- 5.18 % cost of living increase
- 3% growth system wide increase
- 130 million for Credit Equalization

Non-credit equalization that was asked by the system budget request was not included in the governor's proposed budget.

Projected expenditures for 06/07 exceeded the projected revenues by 6.4 billion, thus leaving an ending balance for the state of only 600 million. It was noted that this could lead to deficits in the 07/08 fiscal year.

4. 2006/2007 Budget Assumptions

The committee was presented with the 2006/07 Budget Assumptions that were adopted by the Board on 2/13/06. Mrs. Kanouse reviewed the handout with members and noted that the Expenditure Assumptions and Revenue Assumptions are the basis for budget development of the district..

5. 2006/2007 Budget Calendars

Mrs. Kanouse reviewed the budget calendars for the 2006/2007 fiscal year and brought the committee's attention to the revision date of April 28 at which time the budget change forms are due to the district. In light of this date revision, Mrs. Kanouse mentioned that the planning process has already begun at the division level. This will be incorporated into the budget requested for the 06/07 fiscal year as resources provided to the college allow. Additionally, she gave the approximate date of April 14, as the date that the budget development paperwork would be due from the divisions to Administrative Services for further processing.

6. Enrollment Management

FTE Update

1st apportionment (P-1) report on FTE to the state was presented. It included actuals for Summer and Fall along with a projection for the Spring.

Dr. Breeden presented a Spring Enrollment update to members. The update was a comparison of the 5th day of class Spring '06 to the 5th day of Spring '05. Based on the report, she reported that Spring '06 was looking very good. She noted that everyone is working very hard to maintain and/ or relocate a class if it has to be cancelled.

Dr. Martinez complimented the faculty on the 40% increase of returning students. A discussion ensued regarding the number of students who already hold Bachelor degrees.

Dr. Breeden presented the Board Policy 06.17 Minimum Class Size to members. She also presented a handout on "rationale" to hold a class that shows less than 20 students. There was an open discussion on costs, and the break even point of maintaining a class vs. canceling.

7. 2005/2006 Cash Flow Reports

Due to time limitations, the 2005/2006 Cash Flow Reports were presented for informational purposes only.

8. Budget Bond Update

Due to time limitations, the Budget Bond Update was presented for informational purposes only

9. Conference Funding

The committee was provided a detailed report on Travel and Conference history. The report reflected conference funds balances by division. A discussion ensued regarding the accessibility of conference funds for faculty and the process. It was noted that 2 – 3 years ago, conference monies had been depleted due to budget cuts and that these conference accounts have been built back up out of a division or department allocated funds as deemed necessary by that division or department.

Dr. Martinez will meet with Jeff McMillan to discuss a solution in regards to the conference funding process.

10. Instructional Equipment

A question was raised regarding microphones in the mediated classrooms. Maria Sugranes advised the committee, that if there is a faculty concern regarding a mediation system, to please contact her directly.

11. Parking Lot

The committee was presented with a review handout regarding RSCCD Parking Lot Repair and Maintenance. The use of parking lot fees generated was discussed amongst members. Mrs. Kanouse was pleased to announce that Santa Ana College would be receiving \$250,000 for parking lot repairs.

Dr. Martinez stressed to committee members the importance of articulating and prioritizing the needs of Santa Ana College.

12. Other

It was decided that there would be a “discussion” meeting on March 14th.

Agenda items will be as follows:

- Conferences (follow-up)
- Equalization
- Software licenses

Future date for SAC Budget Committee Meeting.

April 11, 2006, 1:30 – 3:00 p.m. in the SAC Foundation Conference Room

The meeting was adjourned at 3:20 p.m.