



**SAC PLANNING & BUDGET
MEETING MINUTES – June 2, 2020
1:30PM – 3:00PM
Zoom Meeting**

Santa Ana College Mission Statement: *Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators	Academic Senate		Classified	Guests	
Bart Hoffman, co-chair	William Nguyen, co-chair	Ben Hager	Omelina Garcia	Mark Reynoso	Madeline Grant
Jim Kennedy	Roy Shahbazian	Andy Gonis	Jimmy Nguyen	Doug Manning	John Steffens
Jeffrey Lamb	John Zarske	Monica Zarske			
Vaniethia Hubbard			Student Representatives		
			Juan Briseño		
				Bold = present	
1. WELCOME and INTRODUCTIONS				Meeting called to order 1:32pm Meeting adjourned at 3:23pm	
	Welcome and introductions were made.				
2. PUBLIC COMMENTS	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	None				
3. MINUTES	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Approval of the May 5, 2020 minutes			Motion to approve the minutes of May 5, 2020 was moved by Dr. Jim Kennedy and 2 nd by Ben Hager. Motion was carried unanimously.	
4. BUDGET UPDATE	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	<p>Budget Update</p> <p>Dr. Hoffman reported that there were not many budget changes. Everyone knows that there are significant revenue shortfalls. The Governor is proposing a 10% reduction to the Student Centered Funding Formula. There are efforts underway to determine what a 5% reduction and a 10% reduction look like. To SAC a 5% reduction means \$5.4M and a 10% reduction means \$10.8M.</p> <p>People are aware that the funding from the CARES Act is very restrictive on what the funds can be used for. There were 15% reductions to categoricals, with the exception of the strong work force program.</p>				

5. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Updated P & B Governance Structure – William Nguyen A clean document will be presented for final voting.</p> <p>P & B 2020/2021 Meeting Calendar – William Nguyen.</p> <p>SCC Proposal – Dr. Hoffman and William Nguyen Dr. Hoffman reported that a workgroup resulted from the last committee meeting. The workgroup will be meeting tomorrow. More information will be forthcoming after the workgroups meets.</p>	<p>Motion to add Dean/Manager from Academic Affairs (to be appointed by the Academic Affairs VP), add Dean/Manager from Student Services (to be appointed by Student Services VP) moved by Roy Shahbazian, 2nd by Monica Zarske.</p> <p>Motion that the SACTAC Co-chair be an advisory member moved by Monica Zarske and 2nd by Dr. Hubbard.</p> <p>Motion to approve P & B 2020/2021 Meeting Calendar moved by Roy Shahbazian, 2nd by Monica Zarske.</p>
6. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	No report at this time.	
7. ENROLLMENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Dr. Lamb shared the RG542 Report. Enrollment is at about the same rate (100%) as last year at this time. Summer term online offerings have grown significantly. There is a 200% growth in FTES in the online space. Fall term shows an almost 50% increase in head count and an almost 40% increase in FTES.</p> <p>He also added that Steinman Hart, an architectural firm, will be reviewing our facilities and give a report on how we are using rooms. Dr. Lamb will be working with the Academic Deans and a company named Ad Astra to look at strategic scheduling teams.</p>	
8. STUDENT UPDATE	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	No report at this time.	
9. SACTAC	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	No report at this time.	
10. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Monica reported that a lot of evidence has been submitted. There have been two workshops held on the topic of evidence and two workshops on the topic of writing.	

11. FUTURE AGENDA ITEMS		
	<p>Future Agenda Items Dr. Hoffman asked what future agenda items would like to be discussed from the topics below. Strategic Planning was chosen.</p> <p>Strategic Planning – Dr. Hoffman Purchasing Deadlines – Linda Melendez How Are Transfer Students Completing Transfer Level Math and English? – Janice Love Student Survey – Janice Love Awarding of Certificates – Dr. Hubbard</p>	
GENERAL INFORMATION		
	https://www.rscgd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx	
NEXT MEETING	Aug. 4, 2020	

Submitted by Maria Cardona