

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

2323 N. Broadway, Santa Ana, California 92706

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**Joint Budget Allocation and Planning Review Committee/District Facility  
Planning Committee Meeting**

District Office – District Board Room #107

1:30 p.m. – 3:30 p.m.

**Meeting Minutes for September 7, 2011**

**BAPR and District Facility Planning Members Present:** Erlinda Martinez, Linda Rose, Paul Foster, Esmeralda Abejar, Ray Hicks, Jeff McMillan, Juan Vazquez, Steve Kawa, Jose Vargas, Morrie Barembaum, John Smith, Peter Hardash, Steve Eastmond, Nga Pham, Sean Small, Alex Oviedo, Darryl Odum, Craig Nance, Eduardo Cervantes, James Kennedy and Susan Garnett

**BAPR and District Facility Planning Members Absent:** Raul Gonzalez del Rio, John Didion, and Patricia Alvano

**Guests Present:** Thao Nguyen, John Zarske, Gina Huegli and Bonnie Jaros

**The meeting was called to order by Mr. Hardash at 1:30 p.m.**

**District Facility Planning**

SAC/SCC Draft Facilities Master Plans-Deborah Shepley, HMC Architects

- Facility master plans with identified building and site projects are described in the master plan document
- Plans have been reviewed by each of the colleges

○ **Overview of Planning for Santa Ana College**

- 1) Existing Conditions
  - (a) Temporary buildings and older facilities
  - (b) Landscaping
  - (c) Student support services
  - (d) Pedestrian circulation
  - (e) Vehicular congestion
- 2) Goals
  - (a) Improve efficiency and utilization of space on campus to align with state standards
  - (b) Temporary buildings need to be removed and moved to permanent facilities
  - (c) Expand landscaping
  - (d) Student support services and activities need to be localized so that students can easily find
  - (e) Eliminate non-functional space both temporary building and older facilities
  - (f) At SAC, improve and develop the overall campus environment throughout the entire campus
  - (g) Improve the curb appeal
- 3) Recommendations
  - (a) Improve efficiency
  - (b) Maximize space

- (c) Enhancing the environment
  - (d) Right-sizing the campuses to position the college and the district to get state funding
  - (e) Based on educational master plan
- **Overview of Planning for Santiago Canyon College**
  - 1) Existing Conditions
    - (a) Current construction
    - (b) Parking
  - 2) Goals
    - (a) Provided facilities to meet program current and future needs
    - (b) Improve access to learning
      - (i) Improve parking
      - (ii) Improve mass transportation
      - (iii) Locating a safety office
    - (c) Enhance campus environment
  - 3) Recommendations
    - (a) Improve efficiency
    - (b) Maximize space
    - (c) Enhancing the environment
    - (d) Right-sizing the campuses to position the college and the district to get state funding
    - (e) Based on educational master plan

Mr. Hardash stated:

- Other facilities will be reviewed at a later time (District Office, OEC, CEC, Sheriffs Training Academy, and DMC)
- Plan will be in place for the next 10 to 12 years for the district
- Funding plan has not been developed
  - State funded projects will depend if state wide higher education bond passes (on 50/50 projects)
  - Must follow state capacity load ratio requirement to receive state funds
    - 1) Not all projects identified in plan are entitled to state funding
    - 2) 25% of capacity load ratio is lost at RSCCD facilities due to classes not being offered between the hours of 3:00 pm to 6:00 p.m. and Fridays
  - Central plan operation is included in both campus plans
    - 1) Invest in energy efficient units (A/C, chillers)
  - Plan will be presented at September or October board of trustee meeting

### **Action Item-Approval of Draft Facilities Master Plans**

Mr. Hardash called for a motion to approve the draft facilities master plans for Santa Ana College and Santiago Canyon College. Mr. Juan Vazquez moved and Dr. Martinez seconded the motion to approve. The motion carried unanimously.

### **State/District Budget Update**

- Two State bills presented
  - Extend the implementation to July 1 for the fee increase under “Trigger 1” from \$36/unit to \$46/unit
  - Department of Finance has to confer with both legislative leaders before any “Trigger” can be put into action and find other alternative for the reductions
- \$3.5 million in ongoing cost reductions included in 2011-2012 Proposed Adopted Budget
  - \$2.5 million for additional new ongoing expenditures
  - \$1.0 million in anticipation of “Trigger 1” mid-year reduction

- 2011-2012 Combined Fixed and Discretionary Cost Split-Unrestricted General Fund Only

Santa Ana College	Santiago Canyon College	District Office/Districtwide
57.30%	26.22%	16.48%
\$2,005,500	\$917,700	\$576,800

- 2011-2012 RSCCD Proposed Adopted Budget
  - Trustee requested comparison with prior year actual (10/11) to proposed adopted budget (11/12)
  - Revenue
    - State General Apportionment (#8611)
      - 2011-12 Tentative budget included (-6.0%) or (\$7,900,000) work load reduction
      - 2011-12 Propose Adopted Budget (-6.20%) work load reduction. Includes an increase in student fee collection and local property taxes
    - Education Relief Augmentation Funds (#8817)
      - 2011-12 Tentative Budget \$2,953,292
      - 2011-12 Proposed Adopted Budget \$0
    - Tax Allocation Unsecured (#8813)
      - 2011-12 Tentative Budget \$598,113
      - 2011-12 Proposed Adopted Budget include property tax deficit estimate of (-3.0%) or (\$1,272,004)
    - Enrollment Fee (#8874)
      - 2011-12 Proposed Adopted Budget include deficit estimate of (-15.0%) or (\$1,352,073)
  - Expenditures
    - Academic Salaries (1XXX)
      - Includes 21 new full time faculty positions
    - Employee Benefits (3XXX)
      - Includes increase in health and welfare benefits, net increase of 8.7%
      - Includes increase in State Unemployment Insurance
      - Includes increase in PERS
    - Ending Fund Balance
      - 2010-2011 \$47,079,378
      - 2011-2012 \$38,167,197
      - Deficit spending (\$8,912,181)
    - Budget Allocation Model
      - Unrestricted Discretionary and Fixed Expenditures
      - Santa Ana College 64.20% and 38.83%
      - Santiago Canyon College 19.05% and 18.89%
      - District Operation 16.75% and 42.28%
      - Allocation model has not been followed
      - SCC would like further review of the model and properly allocate funds to its adjunct faculty accounts
- “Trigger 2” is **not** included in 2011-2012 Proposed Adopted Budget
  - \$30 million reduction statewide
  - \$2 million additional reduction for RSCCD
- 320 Annual Attendance Report
  - Included an additional 100 FTES
  - Increases this years’ base funding

### Accreditation Committee Updates

- BAPR Work Group July 13, 2011
  - Continue to work on SB361 revenue allocation model and narrative document

- Technology Advisory Group August 4, 2011
- Human Resource Committee
- Proposed Planning sub-committee/workgroup
  - Not an official committee
  - Mr. Didion to clarify and develop the charge of the committee and its membership
- Accreditation Update
  - Ms. Jaros stated Santa Ana College mid-term report has been approved by college council and will be reviewed by Chancellor's cabinet

**Vacant Funded Position as of September 6, 2011**

**FTES 2011-12 Target with (-6.20%) Workload Reduction**

- SAC FTES
  - Credit 5,253.49
  - Noncredit 15,251.28
  - SAC is borrowing 701.04 FTE from summer/credit
- SCC FTES
  - Credit 2,107.72
  - Noncredit 5,759.0
- Total 28,371.49

**Measure “E” Projects June 30,2011**

- Project % of completion
  - Santa Ana College 77%
  - Santiago Canyon College 90%
  - District Operations 95%
  - All Sites 85%

**Approval of BAPRC Meeting Minutes - July 27, 2011**

Mr. Hardash called for a motion to approve the minutes of July 27, 2011 BAPR Committee meeting. Mr. Barembaum moved and Mr. Hicks seconded the motion to approve the minutes. The motion carried unanimously.

**Approval of DFPC Meeting Minutes – July 20, 2011**

Mr. Hardash requested meeting minutes for July 20, 2011 be approved at the next DFPC meeting.

**Adjournment**

Mr. Hardash adjourned the meeting at 3:00 p.m.

**Meeting Schedule**

BAPR Workgroup Meeting – 2:30 – 4:00

Wednesday, October 5, 2011 Executive Conference Room,#114 District Office

BAPR Committee Meeting – 1:30 – 3:00

Wednesday, October 19, 2011 District Office Board Room #107

DFPC Meeting

Wednesday, October 5, 2011 Executive Conference Room, #114 District Office