

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

2323 N. Broadway, Santa Ana, California 92706

Office: (714) 480-7321 Fax: (714) 796-3935

**Budget Allocation and Planning Review Committee**

District Office – Executive Conference Room #114

1:30 – 3:00

**Meeting Minutes for August 25, 2010**

**Members Present:** Esmeralda Abejar, Morrie Barembaum, John Didion, Raul Gonzalez del Rio, Peter Hardash, Steve Kawa, Noemi Kanouse, Erlinda Martinez, Jeff McMillan, Nga Pham, Marti Reiter and Juan Vazquez

**Members Absent:** Norman Fujimoto, Paul Foster, Ray Hicks, Sylvia LeTourneau and Jose Vargas

**Guests Present:** Steve Eastmond, John Hernandez, Bonnie Jaros, Jared Kubicka-Miller, Aracely Mora, Thao Nguyen, Ed Ripley and John Zarske

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

**Introductions**

Dr. Raúl Rodriguez, Chancellor was introduced to the BAPR Committee.

**FTES Update**

- Mr. Hardash asked the campuses to discuss enrollment
- Dr. Martinez said SAC is a little down in terms of head count, not as robust as last fall semester however, it is still too soon to tell. There are fewer full time students and more part time students.
- Mr. Vazquez said SCC is relatively comparable to last year even with 36 fewer sections. There are more concurrent high school students than last year.
- A three year analysis on FTE was distributed – including the academies.
- Targets were adjusted on the FTES Update distributed based on the colleges' blend discussions at the campuses.

**Proposed Adopted Budget 2010-11**

- Our ending balance for last year grew – from \$16.5 million to \$31.3 million, \$9.1 million more than we expected in the Adopted Budget. Revenues and Expenditures and one-time funds are listed on the Unrestricted General Fund Resources Summary.
- The OEC center status funds (\$1.1million) are not listed as revenue. We have been told we will receive it in February 2011 – but we are not certain, it can be delayed.
- Apportionment deferrals will be pushed into October – we need about \$20 million to cover payroll. We may need to borrow from our retiree fund or the County Treasurer if apportionment continues to be delayed.
- Budget Allocation Model for the Tentative Budget 2010-11 was distributed as information and for further discussion at the campuses
- We have a draft Proposed Adopted Budget for review, however, these figures will continue to change. We have an extension until October 15<sup>th</sup> to adopt the budget. We plan to take the Proposed Adopted Budget to the Board meeting on September 27<sup>th</sup>.

- There is approximately \$10 million is our unrestricted contingency as of today.
- Details/history can be provided by the Fiscal Office upon request.

### **Accreditation Update**

- Minutes of the August 16, 2010 meeting were distributed. The timeline is as follows:
  - August 17 – September 3, 2010 – District and college community open forums; reports reviewed by district and college community; Chancellor and Presidents communicate
  - September 6, 2010 – Reports submitted for Board docket
  - September 13, 2010 – First Reading to the Board of Trustees
  - September 27, 2010 – Final report for approval by Board of Trustees
  - October 2010 – Reports to printer
  - October 11, 2010 – Final report presented to the Board of Trustees
  - October 12, 2010 – Reports are sent to the ACCJC
  - John Didion will write the docket cover for the September 13<sup>th</sup> Board of Trustees meeting.
  - Mid-term report is due October 2011
  - Bonnie Jaros and Steve Kawa will provide copies of the report on thumb drives – there isn't a visit scheduled.

### **Measure E Update**

- As of August 24, 2010 Santa Ana College is 75% complete, Santiago Canyon College is 86% complete and the replacement of the telephone system and computer network is 95% complete. Mr. Hardash asked Dr. Martinez to bring the recommendation of moving money from the parking structure to another project for discussion and approval at Chancellor's Cabinet.

### **BAPR Workgroup Update**

- Workgroup continues to meet and discuss the Budget Allocation Model
- Spreadsheets of discretionary and fixed expenditures summary and details by object and history beginning in 2007/08 were distributed and discussed.

### **Approval of the July 28, 2010 BAPRC Minutes**

Mr. Hardash called for a motion to approve the minutes of the July 28, 2010 BAPR Committee meeting. Mr. Didion moved and Ms. Kanouse seconded the motion to approve the Minutes with a correction to the timeline for the accreditation process. The motion carried unanimously.

### **Other**

Mr. Kawa made a suggestion that the BAPR Workgroup continue to vet some of the issues of savings/deficits rolling over. Mr. Hardash encouraged the discussion to continue at the next BAPR Workgroup meeting.

### **Adjournment**

Mr. Hardash adjourned the meeting at 2:35 p.m.

### **Meeting Schedule**

BAPR Workgroup meeting – Executive Conference Room/DO 2:30 – 4:00  
Wednesday, September 15, 2010

BAPR Committee meeting – Executive Conference Room/DO 1:30 – 3:00  
Wednesday, September 29, 2010