

**Fiscal Resource Committee
Via Zoom Video Conference Call**

Meeting Minutes for November 19, 2025

FRC Members present:

SAC: Claire Coyne, Bart Hoffman, Joanne Mejia, Tommy Strong
SCC: Alicia Ayers, Sara Gonzalez, Veronica Gonzales, Tara Kubicka-Miller, Arlene Satele
DO: Iris Ingram, Adam O'Connor, Sarah Fisher, Madeline Grant, Noemi Guzman

FRC Members absent: None

Alternates present:

Thao Nguyen, Vaniethia Hubbard

Guests present: Jason Bui, Steven Deeley, Kelvin Leeds, Rasel Menendez, Mark Reynoso

1. Welcome

VC Ingram welcomed all to the meeting of the FRC and called the meeting to order at 1:30pm via zoom upon achieving quorum. Attendee introductions followed.

2. State/District Budget Update – Iris Ingram

- SSC – Ask SSC ... Proposition 50
- SSC – State Revenues Exceeding Expectations
- SSC – California's Affordability Challenge
- SSC – State Revenues Continue to Outpace Projections
- SSC – Initiative to Extend Proposition 30 Analyzed by LAO
- SSC – LAO: California Faces \$22 Billion Wall of Debt
- SSC – PPIC Poll Shows Majority Support for Proposition 50
- SSC – Will Proposition 98 Settle-Up Become a Budget Balancer?
- [DOF – Finance Bulletin – October 2025](#)
- [LAO Fiscal Outlook](#)

VC Ingram mentioned the information provided above and pointed out links provided for the Finance Bulletin and LAO Fiscal Outlook are the most recent pieces of information received.

3. 2024/25 CCFS-320 Recalculation Recap

- FTES Reporting History

O'Connor provided a presentation of the FTES over a 10-year period and recap of the recal for FY24-25 that was reported on the latest 320 report. A recap of the changes between the P3 (annual reporting) and the recal (due by November 1) was presented. SAC P3 reported 22,023 FTES and 22,310 at recal

(increase of ~286 FTES). SCC increased at recal from 8,644 to 8,709 (increase of ~65 FTES) for a total of 352 FTES. This is a split of 71.92 and 28.08 for the final report between the two colleges.

A chart was presented that gives a representation of how the reporting periods work. The first reporting period is in January (P1) which reports 50 percent of the year for which actual FTES is known and a projection of the remaining 50 percent. P2 is done in April. P2 includes actuals to that point in time and estimates for the remainder of the fiscal year. A historical trend example was provided using 2018/19.

An explanation of “summer shift” using 2017/18 and 2018/19 as examples was also provided. The shift was done during this time period because it was the year hold harmless was in effect and it was important to have the highest FTES possible submitted. It is preferable for a shift to be done during P3. This resulted in the recal amount going down. Example charts are included for further reference.

Coyne and Strong had questions about the process for which further explanation was provided.

VC Ingram commented that “summer shift” is used to create advantage at annual report. It was also pointed out that circumstances change yearly. The shift has been done in the past because of hold harmless, which has ended. However, in the future there may be circumstances that would promote another strategy depending on what is occurring with state funding and other factors.

Grant requested the Excel spreadsheet be shared in order to allow members to work with percentages to see how projections are working, how well enrollment management teams are looking at FTES generation, and how that effects schedule builds and expenses. The Excel file for FTES History was posted to the website under other handouts.

4. Faculty Obligation Number (FON)

O'Connor provided a FON update.

FON was reported for current Fall. Required obligation was 315 full-time faculty. The actual number of faculty is 348, well over FON for the current year.

FON is determined by the lower of what the state calculates at advance or P2. The past few years, we have had a significant deficit factor at advance, which lowers the FON obligation. It could be less later, but it does affect the advance and brings the obligation lower than it normally would be if it was not a deficit factor showing at that point in time. That is why the last couple years we have been over obligation, and it is trued up each year. The advance FON for Fall 2026 is 358 full-time faculty (an increase of 10 faculty that will need to be hired for Fall). The total of 348 broken down by college for Fall 2025: 237 at SAC, 111 at SCC – a reduction of 4 faculty each. Percentage between the two: SCC 31.9% with SAC at 68.1%.

VC Ingram shared the FON has been discussed at Chancellor's Cabinet. Two college presidents, based on meetings with their Academic Senates, have agreed upon numbers for each campus and are moving forward. The Cabinet approved their agreements.

Coyne shared that SAC will move forward with 14 hires (two non-FON and one categorical for EOPS counselor). SCC is still in discussions.

Hoffman had a question concerning long-term substitutes. O'Connor provided that with regard to current long-term instructional substitutes that counted toward Fall 2025 FON, these positions would need to be filled as a long-term substitute or a full-time hire.

It was noted that SAC's hires could cover the FON obligation without hires at SCC; however, this does cut it close.

Grant asked for the date after which retirement notification does not impact FON. VC Ingram stated it is sometime in April (exact date not available). O'Connor provided that it is 45-days prior to the Spring term end; therefore, the date changes term-to-term.

5. Updated AR 7400 Travel – ACTION

Kubicka-Miller motioned that the action be tabled as the College Councils have not conducted a second read to bring back the feedback and suggestions. Hoffman seconded the motion. There were no questions or discussion.

Roll call vote was conducted. The motion passed 13 Yes; 1 No
Action has been tabled until the January meeting.

6. Standing Report from District Council – Tara Kubicka-Miller

The last District Council meeting was canceled. No report.

7. Informational Handouts

- District-wide expenditure report link: <https://intranet.rscdd.edu>
- Vacant Funded Position List as of November 3, 2025
- Monthly Cash Flow Summary as of October 31, 2025
- [SAC Planning and Budget Committee Agendas and Minutes](#)
- [SCC Budget Committee Agendas and Minutes](#)

VC Ingram shared there are informational handouts and encouraged members to review the documents.

8. Approval of FRC Minutes – October 15, 2025

Hoffman motioned to approve the minutes of October 15, 2025 meeting as presented. Second by Kubicka-Miller.

The motion passed: 13 Yes; 1 Abstention

9. Other

Coyne asked whether student success metrics and calculation for determining the split have been discussed as an inclusion to the BAM.

VC Ingram explained success allocations and supplemental allocations is calculate as headcount times the FTES rate.

O'Connor went on to explain it is split by college. Sometimes the numbers are not exactly the same as what the state has for us as a district (they only report numbers according to district). For example, we had 323 students in a particular category, but they have 325. Then the two additional are split between the two colleges. The split between the two campuses is determined based on how the rest of them were earned. The percentage split follows the BAM.

Motion to adjourn was made by Hoffman with second by Coyne.
All in favor logged off the zoom meeting. The meeting concluded at 2:20pm

Next FRC Committee Meeting: January 21, 2026, 1:30-3:00 pm