

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2323 N. Broadway, Santa Ana, California 92706

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Fiscal Resources Committee

Agenda for February 20, 2013

1:30 p.m. - 3:00 p.m.

District Office Board Room

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

1. Welcome – First FRC Meeting
2. State/District Budget Update-Peter Hardash
 - 2011/12 Recal and 2012/13 P1 Report
3. 2012/13 Budget Projections – Campus Input
4. 2013/14 RSCCD Tentative Budget Assumptions
5. Budget Allocations based upon FTES targets or actuals – Michael DeCarbo
6. Committee Updates
 - Human Resources Committee
 - Physical Resource Committee (formerly District Facility Planning Committee)
 - Technology Advisory Group
 - Accreditation Update-John Didion
 - Planning and Organizational Effectiveness Committee
 - SB361 BAM Implementation Technical Committee – Status
7. Informational Handouts
 - District-wide expenditure report link: <https://intranet.rscgd.edu>
 - Vacant Funded Position List as of February 6, 2013
 - FTES Update as of January 7, 2013 at (P1)
 - Measure “E” Project Cost Summary as of February 4, 2013
 - Monthly Cash Flow Statement as of January 31, 2013
 - 13 New/Replacement Faculty Positions
8. Approval of BAPRC Minutes – January 23, 2013
9. Other

Next FRC Committee Meeting: (District Office Board Room 1:30 pm – 3:00 pm)

March 20, 2013
April 17, 2013
May 29, 2013
June 5, 2013

**MID YEAR EXPENDITURE FOR FUND 11 & 13
COMPARISON BY LOCATION - 12/31/XX**

	FY 2011-2012					FY 2012-2013				
	Adopted Budget	YTD Budget	YTD Actual	Available	% Avail	Adopted Budget	YTD Budget	YTD Actual	Available	% Avail
Aca Salaries (excl. 1300's)	24,637,094.00	24,496,601.00	11,787,112.66	12,709,488.34	51.88%	24,309,788.00	24,152,322.00	11,874,476.21	12,277,845.79	50.84%
1300's	12,654,987.00	12,654,987.00	6,730,940.96	5,924,046.04	46.81%	13,018,366.00	12,991,081.00	6,699,094.70	6,291,986.30	48.43%
2 Classified Salaries	14,340,920.00	14,354,078.00	6,531,141.27	7,822,936.73	54.50%	12,489,647.00	12,552,279.00	5,757,676.86	6,794,602.14	54.13%
3 Employee Benefits	17,902,478.00	17,938,443.00	7,720,175.66	10,218,267.34	56.96%	15,310,350.00	15,335,049.00	7,372,644.05	7,962,404.95	51.92%
4 Supplies & Materials	675,741.00	676,550.00	279,056.93	397,493.07	58.75%	637,864.00	596,871.00	223,852.28	373,018.72	62.50%
5 Other Operating Exp	6,822,485.00	6,951,289.00	2,031,362.92	4,919,926.08	70.78%	8,173,435.00	8,377,646.00	2,160,517.06	6,217,128.94	74.21%
6 Capital Outlay	186,135.00	159,262.00	85,014.48	74,247.52	46.62%	91,690.00	118,290.00	53,215.50	65,074.50	55.01%
7 Other Outgo	-	4,938.00	-	4,938.00	100.00%	-	-	-	-	0.00%
Santa Ana College	77,219,840.00	77,236,148.00	35,164,804.88	42,071,343.12	54.47%	74,031,140.00	74,123,538.00	34,141,476.66	39,982,061.34	53.94%
Aca Salaries (excl. 1300's)	12,024,330.00	12,012,008.00	5,749,180.12	6,262,827.88	52.14%	11,926,305.00	11,945,239.00	5,940,762.84	6,004,476.16	50.27%
1300's	3,669,623.00	3,669,623.00	2,474,299.25	1,195,323.75	32.57%	3,503,206.00	3,504,184.00	2,358,178.95	1,146,005.05	32.70%
2 Classified Salaries	6,986,515.00	6,986,930.00	3,130,283.26	3,856,646.74	55.20%	5,921,712.00	5,982,187.00	2,733,770.01	3,248,416.99	54.30%
3 Employee Benefits	8,395,045.00	8,394,660.00	3,638,944.71	4,755,715.29	56.65%	7,132,092.00	7,133,941.00	3,487,641.23	3,646,299.77	51.11%
4 Supplies & Materials	175,510.00	172,510.00	71,738.91	100,771.09	58.41%	158,639.00	171,088.00	70,102.26	100,985.74	59.03%
5 Other Operating Exp	4,155,985.00	4,155,856.00	1,013,710.69	3,142,145.31	75.61%	4,080,931.00	4,141,705.00	1,228,221.78	2,913,483.22	70.35%
6 Capital Outlay	80,669.00	80,669.00	6,482.49	74,186.51	91.96%	28,710.00	26,760.00	13,803.30	12,956.70	48.42%
7 Other Outgo	-	-	(2,702.75)	2,702.75	0.00%	946,599.00	946,599.00	59.93	946,539.07	99.99%
Santiago Canyon College	35,487,677.00	35,472,256.00	16,081,936.68	19,390,319.32	54.66%	33,698,194.00	33,851,703.00	15,832,540.30	18,019,162.70	53.23%
1 Academic Salaries	1,017,419.00	1,017,419.00	491,837.30	525,581.70	51.66%	836,336.00	836,336.00	411,399.85	424,936.15	50.81%
2 Classified Salaries	8,124,165.00	8,124,892.00	3,764,526.72	4,360,365.28	53.67%	11,704,384.00	11,743,110.00	5,216,339.07	6,526,770.93	55.58%
3 Employee Benefits	4,438,588.00	4,437,862.00	1,966,970.79	2,470,891.21	55.68%	5,683,404.00	5,683,404.00	2,566,077.23	3,117,326.77	54.85%
4 Supplies & Materials	290,523.00	286,197.00	68,723.54	217,473.46	75.99%	264,278.00	255,678.00	40,650.35	215,027.65	84.10%
5 Other Operating Exp	7,295,900.00	7,047,764.00	3,012,288.47	4,035,475.53	57.26%	6,798,871.00	7,000,421.00	2,813,448.32	4,186,972.68	59.81%
6 Capital Outlay	806,044.00	1,060,934.00	374,438.89	686,495.11	64.71%	1,243,248.00	1,160,298.00	100,274.91	1,060,023.09	91.36%
7 Other Outgo	-	-	-	-	0.00%	310,922.00	180,922.00	-	180,922.00	100.00%
District Operations	21,972,639.00	21,975,068.00	9,678,785.71	12,296,282.29	55.96%	26,841,443.00	26,860,169.00	11,148,189.73	15,711,979.27	58.50%
TOTAL FUND 11 and FUND 13	134,680,156.00	134,683,472.00	60,925,527.27	73,757,944.73	54.76%	134,570,777.00	134,835,410.00	61,122,206.69	73,713,203.31	54.67%

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
UNRESTRICTED GENERAL FUND
2013-14 Tentative Budget Assumptions
February 14, 2013**

I. State Revenue

A. Budgeting will continue to utilize the District's Budget Allocation Model Based on SB 361, modified using carryover resources to balance the budget.

B. FTES Workload Measure Assumptions:

Year	Base	Actual	Funded	Actual Growth
2010/11	29,961.80	30,515.15	30,515.15	1.85%
2011/12	28,585.12 a	27,711.41	27,711.41 (Est.)	-9.81%
2012/13	28,000.00 (Est.)	28,494.66 b	TBD	

a - based on Chancellor's Office 2011-12 "Blue Book" (August 2011)

b - based on RSCCD reporting at P1 on 1/15/2013

No 2011/12 Recal or 2012/13 P1 reports available yet from state Chancellor's Office.

Estimated funded FTES in 2011/12 of 27,711.41 and 2012/13 of 28,000.

The Governor's budget proposal includes 2.6% additional funding without specifics. For tentative budget we will assume it will be allocated between Cost of Living Adjustment (COLA) and Restoration/Growth:

Projected COLA of 1.65% (Est.)	2,300,000
Projected Restoration/Growth 1.95% (Est.)	2,700,000
Projected Deficit	-
Base for 2013/14	<u>5,000,000</u>

2013/14 Est. 1.95% Restoration/Growth for target FTES: 28,546

D. Unrestricted lottery is projected at \$124.25 per FTES (\$3,593,558). Restricted lottery at \$30 per FTES (\$867,660). (2012/13 P1 of resident & nonresident factored FTES, 28,922 x 124.25 = \$3,593,558 unrestricted lottery; 28,922 x 30 = \$867,660)

E. Estimated reimbursement for part-time faculty compensation is estimated at \$691,661 (2012/13 budgeted amount).

F. Categorical programs will continue to be budgeted separately; self-supporting, matching revenues and expenditures. No COLA has been proposed by the Governor for categorical programs. However, if the district were to settle with employees for a COLA, this will increase expenditures without increased revenues for these programs. Other categorical reductions would therefore be required to remain in balance with state funding.

G. BOG fee waivers administration total funding estimated at \$100,000.

II. Local Revenue

H. Non-Resident Tuition budgeted at \$1,600,000.

I. Interest earnings estimated at \$150,000.

J. Other miscellaneous income is estimated at \$581,499 (2012/13 budgeted amount).

K. Mandated Block Grant reduced based on systemwide FTES growth, estimated at a total budget of \$750,000.

L. Apprenticeship revenue estimated at \$1,389,973 (2012/13 budgeted amount).

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
UNRESTRICTED GENERAL FUND
2013-14 Tentative Budget Assumptions
February 14, 2013**

III. Appropriations and Expenditures

- A. The Tentative Base Budget for 2013/14 will begin with a rollover in total budget by site from 2012/13. The 2013/14 Tentative Budget will be balanced by using a material portion of the 2012/13 unrestricted ending balance in excess of the 5% Restricted Reserve (Budget Stabilization Fund).
- B. The COLA revenue (estimated at \$2.3 million) will be set aside in districtwide expenditure accounts subject to collective bargaining.
- C. Step and column movement is budgeted at an additional cost of approximately \$1.1 million and benefits of approximately \$220,000.
- D. Health and Welfare benefit premium cost increase estimated at 5% is an additional cost of approximately \$700,000 for active employees and an additional cost of \$300,000 for retirees.
State Unemployment Insurance local experience charges are estimated at \$250,000 (2012/13 budgeted amount).
CalPERS employer contribution rate estimated to remain the same in 2013/14 at 11.417%.
The cost of each 1% increase in the PERS rate is approximately \$300,000.
There is currently no proposed increase in the STRS rate although projections indicate large increases beginning 2014/15.
The cost of each 1% increase in the STRS rate is approximately \$550,000.
- E. The full-time faculty obligation (FON) for Fall 2013 is estimated at 329.80 but district have not been required to comply with this requirement for several years due to the budget crisis. It is expected that the requirement to comply with the FON will be reinstated in 2014-15. The District is currently recruiting 13 faculty positions (two of which do not count toward the FON) for an estimated total of 11 positions counting toward the obligation. Therefore, the District expects to be 14.80 positions below the obligation in 2014-15 if additional hiring does not occur prior to July 1, 2014. This could result in a penalty of approximately \$904k if they aren't filled. ($15 \times 60,289 = \$904,335$)

The additional cost of new faculty being hired for Fall 2013 is estimated at \$847,381. SAC is filling four vacancies and adding seven new positions. SCC is filling two vacancies. (The cost of the seven new positions is budgeted at Class VI, Step 10 $\$84,041.19 \times 7 = \$588,288.33 + \$37,013.3 \times 7 = \$259,093.10$, for a total of \$847,381.43).
- F. The current rate per Lecture Hour Equivalent (LHE) for hourly faculty is \$1,100 effective Spring 2013. This represents a 2% increase from 2012.
- G. Retiree Health Benefit Fund - The District will continue to contribute 1% of total salaries plus an additional \$500,000 toward the Annual Required Contribution (ARC).
- H. Capital Outlay Fund - The District will continue to contribute \$1,500,000 for various Scheduled Maintenance and Capital Projects.
- I. Other Districtwide expenses:
 - Property and Liability Insurance cost, estimated at \$1,700,000
 - Trustee Election Expense -0- in 2013/14 as there is no election.
- J. Utilities cost increases including 5% overall estimated at \$200,000 plus \$250,000 due to opening of SCC Humanities, Pool and Gym complex, should be budgeted.
- K. Information Technology licensing contract escalation of 7%, estimated at \$125,000.

Vacant Funded Positions as of 2/6/2013 - Projected Annual Salary and Benefits Savings

Fund	Management/ Academic/ Confidential	Title	Reasons	Site	Effective Date	Notes	2012-13 Annual Budgeted Sal/Ben	Total Unr. General Fund by Site
11	Manager, Fiscal Services	Manager, Fiscal Services	NEW	District	7/1/2012		185,655	
11	Bob Partridge	AVC, Facility Planning	Retirement	District	7/1/2010	Recruiting #CL12-0367	210,597	396,252
11	Brown, Sharon	Professor, Art/Digital Imaging/Multimedia	Retirement	SAC	12/15/2012		71,259	
87.5%-fd 11 12.5%-fd 12	Carrera, Cheryl	Professor, Math	Interim assignment	SAC	8/20/2012		114,526	
11	Comeau, Carol	Dean, Science, Math & Health Sciences	Retirement	SAC	6/21/2012	Recruiting #AC12-0257. Interim Cheryl Carrera effective 8/21/2012 per July 23 H/R Docket	21,330	309,858
11	Gable, Marsha	Associate Dean, EOPS	Resignation	SAC	2/1/2013		41,722	
11	Mallory, Lee	Professor, ESL	Retirement	SAC	12/15/2012		61,020	
11	Mitchell, Earl	Professor, Business	Retirement	SAC	5/27/2013		-	
11	Ripley, Ed	Vice President, Continuing Education	Retirement	SAC	6/30/2011	James Kennedy, Interim	-	
11	Dillon, Patricia	Director, Apprenticeship Program	Medical Layoff	SCC	12/17/2012		70,448	
11	Gates, James	Professor, Water Utility Science	Retirement	SCC	5/20/2012	50,000 reduced in salary account for 2012-13 tentative budget	89,746	
11	Kennedy, James	Dean, Instr & Std Svcs	Interim assignment	OEC	8/1/2011	Interim assignment as VP Continuing Ed-CEC One time reduction for 2012-13 tentative budget	-	285,167
11	Stringer, Martin	Associate Dean/Athletic Director	Interim assignment	SCC	7/1/2010	Martin Stringer, Interim Dean Bus/Math/Sci One time reduction for 2012-13 tentative budget. Recruiting #AC12-0273	-	
11	Yorba, Joseph	Associate Professor, Math	Retirement	SCC	8/9/2012		124,972	
							991,276	
	Classified	Title	Reasons		Effective Date	Notes	2012-13 Annual Budgeted Salary/Ben	Total Unr. General Fund by Site
11	Audit Specialist	Audit Specialist	New	District	7/1/2010		103,413	
11	Contreras, Jose	Senior Custodian	Administrative Term	District	10/24/2011	REDUCE TO 47.5%/12 MONTHS	20,652	
11	Gumbert, Robb	Facility Planning Specialist	Retirement	District	12/13/2012		43,276	
60%-fd 11/ 40%-fd 12	Harvey, Hermand	District Safety Officer	Resignation	District	12/31/2012		6,145	
11	Iranpour, Shahryar	Technology Specialist II	Medical Layoff	District	12/18/2012		53,858	
11	Larson, Nancy	Administrative Secretary	Retirement	District	12/30/2011		86,025	
50%-fd 11/ 50%-fd 12	Linnen, Jason	Computer Lab Tech	Layoff	District	10/8/2012		25,053	
11	McMinimy, Velan	Auxiliary Services Specialist	shift charges to Fd 31	District	12/1/2012		38,888	
60%-fd 11/ 40%-fd 12	Martinez, Peter	District Safety Officer	Retirement	District	7/13/2012	Department code change from 24163 to 54167. Recruiting 3CL12-0365	49,251	
60%-fd 11/ 40%-fd 12	Navarro, Lewis	District Safety Officer	Resignation	District	10/3/2012	Recruiting #CL12-0379	6,700	682,499
11	Panganiban, Felix	Senior Accountant	Retirement	District	12/30/2012		36,721	
11	Quinn, David	Network Specialist IV	Retirement	District	4/15/2013	Recruiting #CL13-0395	2,088	
11	Smith, James	Computer Tech	Reorganization	District	7/1/2011	Employee waived medical and dental insurance therefore amounts are not budgeted. Department code change from 14142 to 54142. Recruiting CL13-0396	74,475	
11	Tran, Trini	Application Specialist III	Promotion	District	9/10/2012		59,368	
11	Wright, Wanda	Helpdesk Analyst	Deceased	District	11/13/2011	Department code change from 24143 to 54143	76,586	
11	Arriaza, Cecilia	Student Services Coordinator	Resignation	SAC	7/2/2012		51,156	
11	Bennett, Margaret	Administrative Clerk	Retirement	SAC	12/18/2012		20,083	
11	Ediss, Michael	Custodian	change position	SAC	9/26/2011		65,783	
11	Franco, Mark	Counseling Assistant	change position	SAC	11/27/2011		25,634	
11	Facilities Manager	Facilities Manager	Dismissal	SAC		Interim, Ron Jones - Recruiting #CL12-0390 (Bromberger)	-	
75%-fd 11 25%-fd 12	Garcia, Paula	High School & Community Outreach	Retirement	SAC	12/30/2012		25,833	
11	Huynh, Kim	Instructional Assistant	Resignation	SAC	9/25/2012		12,408	504,864
11	Lokos, Joseph	Lead Gardener/Admin. Services	Retirement	SAC	12/30/2012		25,276	
11	Lopez, Eduardo	Instructional Assistant	Resignation	SAC	8/24/2012		14,488	
11	Lopez, Felipe	Custodian	Promotion	SAC	12/24/2012		39,179	
11	Lopez Ediss, Christine	Counseling Assistant	Resignation	SAC	8/17/2012		17,412	
11	Mai, Kathy	Instructional Assistant	Resignation	SAC	12/13/2012		8,484	
11	Martinez, Jacob	Custodian	Termination	SAC	9/24/2012		52,766	
11	Negrete, Stephanie	Senior Clerk	Administrative Term	CEC	9/26/2011	defund 3 months	45,249	
11	Quiggle, John	Auto Mechanic Maintenance	Retirement	SAC	8/31/2012		70,674	
11	Salcido, Irene	Intermediate Clerk	Retirement	SAC	1/30/2013		21,081	
11	Schaffner, Welsey	Instructional Assistant	Medical Layoff	SAC	2/15/2012		9,360	
11	Campos, Claudia	Instructional Assistant	Resignation	OEC	12/13/2012		8,374	
11	Fogleman, Patricia	Library Technician II	Retirement	SCC	7/26/2012		71,977	
11	Hafner, Susan	Instructional Assistant	Resignation	SCC	4/10/2011	Recruiting #CL12-0348	19,168	
11	Moreno, Maria	Instructional Assistant	Resignation	OEC	10/8/2012		15,550	
11	Moss, Jonathan	Science Lab Coordinator	Resignation	SCC	1/11/2013	Recruiting #CL12-0385	23,812	
11	Nguyen, Tuyen	Interim Associate Registrar	Promotion	SCC	10/30/2012		56,285	365,100
11	Olmoss, Robert	Student Services Coordinator	Resignation	SCC	8/1/2012		25,205	
11	Saterfield, Kalonji	Transfer Center Specialist	change position	SCC	4/8/2012		76,547	
11	Tran, Kieu Loan	Admissions & Records Specialist II	Resignation	SCC	7/15/2011		27,466	
11	Wilksen, Terry	Executive Secretary	Retirement	SCC	12/30/2012	Recruiting #CL12-0387	40,716	
12	Aguirre Ruiz, Armando	Student Activities Specialist	Resignation	OEC	10/4/2012			
12	Arredondo, Sandra	Administrative Clerk	change position	SAC	11/1/2012			
12	Bonnema, Carol	Administrative Clerk	Retirement	SAC	12/30/2012			
12	Counts, Christopher	District Safety Officer	Change position	SAC	7/3/2012			
12	Deluna, James	Learning Facilitator	Resignation	SCC	9/16/2011	Recruiting		
12	Fast, Debra	Financial Aid Tech	Termination	SCC	12/2/2011			
12	Fennell, Katryn	Intermediate Clerk	Resignation	SCC	6/28/2012			
12	Frausto, Jesus	Instructional Assistant	Resignation	SCC	8/18/2012			
12	Herrlein, Ann	Instructional Assistant	Resignation	SAC	3/23/2012			
12	Hurtado, Diane	Student Services Specialist	Resignation	SAC	6/30/2011			
12	Janus, Louise	DSPS Specialist	Promotion	SAC	8/14/2011			
12	Johnson, Nicole	Learning Facilitator	Resignation	SCC	8/17/2011			
12	Neri, Yazmin	Instructional Assistant	Resignation	SCC	7/26/2012	Recruiting #CL12-0370		
12	Ortiz, Alfonso	Student Services Specialist	Resignation	SCC	5/2/2011			
12	Quinonez Tapia, Edgar	District Safety Officer	change position	SAC	7/2/2012			
12	Ramirez, Cristina	Instructional Assistant	Resignation	CEC	6/10/2011			
12	Salazar, Mario	District Safety Officer	Resignation	SCC	6/2/2012	Recruiting		
12	Sandoval, Maricela	High School & Community Outreach	Promotion	DO	11/9/2011			
12	Steed, Annie	Administrative Secretary	Medical Layoff	SAC	3/16/2011			
12	Valeriete, Robert	Instructional Assistant	Resignation	SCC	12/12/2012			
12	Vargas, Jorge	Instructional Assistant	Promotion	SAC	3/19/2012			

Vacant Funded Positions as of 2/6/2013 - Projected Annual Salary and Benefits Savings

Fund	Management/ Academic/ Confidential	Title	Reasons	Site	Effective Date	Notes	2012-13 Annual Budgeted Sal/Ben	Total Unr. General Fund by Site
12	Villa, Mario	Intermediate Clerk	Retirement	CEC	12/31/2011	Recruiting #CL12-0344		
12	Zamudio, Fidel	Instructional Assistant	Resignation	CEC	10/30/2012			
33	Bernal, Imelda	Administrative Clerk	Retirement	SAC	6/30/2013			
33	Garcia, Celia	Custodian	Resignation	SAC	9/24/2012			
33	MacKenney, Veronica	Director II	Retirement	SAC	10/31/2012			
33	Owens, Cheryl	Master Teacher	Resignation	SAC	1/1/2013			
							1,552,463	
TOTAL							2,543,739	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2012-13 FTES TARGET COMPARISON TO ACTUAL**

1/7/2013 P1 Reporting		2011-2012 Recalculation (11-13-2012)			2012-2013			2012-2013			2012-2013						
		Annual Reporting			Total Target			Actuals as of 1-7-2013 for P1 Reporting			Better (Worse) Target vs. Actual as of 1-7-2013						
		TOTAL	SAC	SCC	TOTAL	SAC	SCC	TOTAL	SAC	SCC	TOTAL	SAC	SCC				
SUMMER																	
NC		838.13	638.32	199.81	444.00	277.50	166.50	463.49	297.55	165.94	19.49	20.05	(0.56)				
CR		1,159.71	699.40	460.31	1,138.00	730.00	408.00	1,519.31	1,114.95	404.36	381.31	384.95	(3.64)				
SUMMER TOTALS¹		1,997.84	1,337.72	660.12	1,582.00	1,007.50	574.50	1,982.80	1,412.50	570.30	400.80	405.00	(4.20)				
FALL																	
NC	F	2,538.59	1,788.36	750.23	2,473.00	1,722.00	751.00	2,397.51	1,685.82	711.69	(75.49)	(36.18)	(39.31)				
CR																	
IS, DSCH		155.47	22.48	132.99	156.00	23.00	133.00	191.40	60.66	130.74	35.40	37.66	(2.26)				
IS, WSCH		505.85	396.99	108.86	523.00	414.00	109.00	516.15	410.76	105.39	(6.85)	(3.24)	(3.61)				
DSCH	F	260.47	137.93	122.54	276.00	144.00	132.00	358.98	199.91	159.07	82.98	55.91	27.07				
Positive	F	1,575.57	1,498.32	77.25	1,632.00	1,567.00	65.00	1,704.49	1,659.67	44.82	72.49	92.67	(20.18)				
WSCH		7,124.89	4,642.08	2,482.81	7,329.00	4,842.00	2,487.00	7,301.71	4,802.33	2,499.38	(27.29)	(39.67)	12.38				
TOTAL CR		9,622.25	6,697.80	2,924.45	9,916.00	6,990.00	2,926.00	10,072.73	7,133.33	2,939.40	156.73	143.33	13.40				
FALL TOTALS		12,160.84	8,486.16	3,674.68	12,389.00	8,712.00	3,677.00	12,470.24	8,819.15	3,651.09	81.24	107.15	(25.91)				
SPRING																	
NC	F	3,579.51	2,498.99	1,080.52	3,635.00	2,501.00	1,134.00	3,592.63	2,523.66	1,068.97	(42.37)	22.66	(65.03)				
CR																	
Jan. intersession	F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
IS, DSCH		174.03	50.86	123.17	176.00	53.00	123.00	176.01	53.00	123.01	0.01	0.00	0.01				
IS, WSCH		508.63	400.49	108.14	525.00	417.00	108.00	525.01	417.01	108.00	0.01	0.01	0.00				
DSCH	F	278.79	165.37	113.42	322.00	172.00	150.00	352.00	171.99	180.01	30.00	(0.01)	30.01				
Positive	F	1,953.08	1,865.65	87.43	2,025.00	1,950.00	75.00	1,999.95	1,949.95	50.00	(25.05)	(0.05)	(25.00)				
WSCH		7,058.66	4,614.53	2,444.13	7,346.00	4,813.00	2,533.00	7,396.02	4,812.90	2,583.12	50.02	(0.10)	50.12				
TOTAL CR		9,973.19	7,096.90	2,876.29	10,394.00	7,405.00	2,989.00	10,448.99	7,404.85	3,044.14	54.99	(0.15)	55.14				
SPRING TOTALS		13,552.70	9,595.89	3,956.81	14,029.00	9,906.00	4,123.00	14,041.62	9,928.51	4,113.11	12.62	22.51	(9.89)				
SUMMER to borrow																	
NC		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
CR		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
SUMMER TOTALS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
COMBINED																	
NC		6,956.23	4,925.67	2,030.56	6,552.00	4,500.50	2,051.50	6,453.63	4,507.03	1,946.60	(98.37)	6.53	(104.90)				
CREDIT		20,755.15	14,494.10	6,261.05	21,448.00	15,125.00	6,323.00	22,041.03	15,653.13	6,387.90	593.03	528.13	64.90				
TOTAL		27,711.38	19,419.77	8,291.61	28,000.00	19,625.50	8,374.50	28,494.66	20,160.16	8,334.50	494.66	534.66	(40.00)				
		Non-Credit	70.81%	29.19%	Non-Credit	68.69%	31.31%	Non-Credit	69.84%	30.16%							
		Credit	69.83%	30.17%	Credit	70.52%	29.48%	Credit	71.02%	28.98%							
		Total	70.08%	29.92%	Total	70.09%	29.91%	Total	70.75%	29.25%							

Abbreviations:

NC=noncredit students

CR=credit students

IS=independent study/work study

F = total faculty contact hours of instruction released for flex-time activities

NOTE: ¹ Summer 2011 FTES prior to July 1, 2011 were borrowed from Credit and Noncredit for 2010-11 Annual Recalculation report

TOTAL	SAC	SCC
(102.94)	0.00	(102.94)
(743.13)	(602.01)	(141.12)
(846.07)	(602.01)	(244.06)

Tentative Target Rcd	9/24/2012 CR 9/20/2012 NCR	9/20/2012 CR 9/20/2012 NCR
Revised Target Rcd		11/27/2012 CR
Revised Target Rcd		12/01/2012 NCR

Estimated Factors	(F)
SAC CEC*	1.0391
SAC-DSCH	1.0279
SAC-Positive	1.0193
SCC-OEC*	1.0359
SCC-DSCH	1.0170
SCC-Positive	1.0210

*Updated at P3
*Updated at Recalc FY11-12
*Updated at Recalc FY11-12
*Updated at P3
*Updated at Recalc FY11-12
*Updated at Recalc FY11-12

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MEASURE E

Projects Cost Summary
02/04/13

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2012-2013		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
SANTA ANA COLLEGE								
3001	Renovation of Buildings	10,973,717	8,682,970	15,423	13,349	8,711,742	2,261,975	79%
3003	Renovate Campus Infrastructure Design/Construct Maintenance/Operations Design/Construct Classroom Building	28,945,483	23,208,339	1,150,612	758,430	25,117,381	3,828,102	87%
3008	Renovate & Expand Athletic Fields	12,864,000	3,406,752	3,019,563	3,255,719	9,682,034	3,181,966	75%
3029	SAC Improvements & Enhancements	2,735,371	1,307,333	(35,801)	433,989	1,705,521	1,029,850	62%
3030	SAC Perimeter Site Improvements	6,326,000	-	13,952	5,590,706	5,604,658	721,342	89%
3031	SAC Planetarium Upgrade & Restroom Addition	1,798,500	-	20,890	5,000	25,890	1,772,610	1%
3032	SAC Dunlap Hall Project	9,000,000	-	614,141	676,321	1,290,462	7,709,538	14%
3002	SAC Library Renovation	339,623	339,623	-	-	339,623	-	100%
3007	Child Care/Classroom-Centennial Renovate and Improve Centennial Ed Center	1,662,032	1,662,032	-	-	1,662,032	-	100%
3013	Acquisition of Land Adjacent to SAC	15,962,453	15,962,453	-	-	15,962,453	-	100%
3016	Design New Child Development Center Construct New Child Development Center	10,354,817	10,353,893	924	-	10,354,817	-	100%
3017	Design Women's Locker Room Construct Women's Locker Room Augment State-Funded PE Seismic Project	14,448,530	14,426,357	16,235	5,938	14,448,530	-	100%
3019	Design Sheriff Training Facility Construct Sheriff Training Facility Fire Science Program (Net 6 Facility) Fire Science Prog. @ MCAS, Inc. 2	29,121,885	29,121,885	-	-	29,121,885	-	100%
3020	Design/Construct Digital Media Center	14,021,036	13,999,906	750	-	14,000,656	20,380	100%
3028	Design & Construct Parking Structure	2,046,955	2,046,955	-	-	2,046,955	-	100%
TOTAL SANTA ANA COLLEGE		160,600,402	124,518,498	4,816,689	10,739,452	140,074,639	20,525,763	87%

MEASURE E

Projects Cost Summary
02/04/13

Special Project Numbers	Description	Project Allocation	Total PY Expenditures	FY 2012-2013		Cumulative Exp & Enc	Project Balance	% Spent
				Expenditures	Encumbrances			
SANTIAGO CANYON COLLEGE								
3004	SCC Infrastructure	41,116,063	35,211,541	1,240,910.00	1,523,464.00	37,975,915	3,140,148	92%
3022	Design Arts, Humanities and Social Science Bldg.	29,923,111	20,778,655	4,705,051	3,998,405	29,482,111	441,000	99%
	Construct Arts, Humanities and Social Science Building					-	-	
3011	Land Acquisition	24,791,777	24,791,777	-	-	24,791,777	-	100%
3012	Acquire Prop & Construct Cont Ed	27,554,640	27,554,640	-	-	27,554,640	-	100%
3014	Construct New Library & Resource Center	4,375,350	4,375,350	-	-	4,375,350	-	100%
3021	Construct Student Services & Classroom Bldg	8,073,049	8,073,049	-	-	8,073,049	-	100%
3025	Design Gymnasium Building/Pool Complex	19,958,767	16,013,122	2,167,119	1,729,130	19,909,371	49,396	100%
	Construct Gymnasium Building/Pool Complex					-	-	
3026	Design Science Center	26,448,588	26,382,262	26,326	34,950	26,443,538	5,050	100%
	Construct Science Center							
	Augment State-Funded Science Center							
3027	Construct Additional Parking Facilities	1,047,212	1,047,212	-	-	1,047,212	-	100%
TOTAL SANTIAGO CANYON COLLEGE		183,288,557	164,227,608	8,139,406	7,285,949	179,652,963	3,635,594	98%
DISTRICT OPERATIONS								
3009	Replace Aging Telephone & Computer Network	14,071,666	13,998,970	56,696	16,000.00	14,071,666	-	100%
GRAND TOTAL - ALL SITES		357,960,625	302,745,076	13,012,791	18,041,401	333,799,268	24,161,357	93%

SOURCES OF FUNDS

Original Bond Proceeds (Issuances I, II & III) 337,000,000
 Refunding Proceeds Allocated to Projects 3,703,474
 Allocated Interest 17,257,151

Total Project Allocation 357,960,625

Unallocated Funds 14,555,693

MEASURE E BOND PROGRAM 372,516,318

Rancho Santiago Community College
Unrestricted General Fund Cash Flow Summary
FY 2012-2013, 2011-2012, 2010-2011 YTD-January 31, 2013

	FY 2012/2013 ¹											
	July	August	September	October	November	December ²	January	February	March	April	May	June
Beginning Fund Balance	\$43,867,759.21	\$45,064,223.43	\$42,680,768.77	\$34,999,185.38	\$25,592,219.28	\$26,110,634.15	\$42,695,330.76	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28
Total Revenues	7,646,065.57	7,562,696.70	4,970,261.79	3,013,770.15	12,977,976.06	27,750,969.09	5,258,057.77					
Total Expenditures	6,449,601.35	9,946,151.36	12,651,845.18	12,420,736.25	12,459,561.19	11,166,272.48	10,586,755.25					
Change in Fund Balance	1,196,464.22	(2,383,454.66)	(7,681,583.39)	(9,406,966.10)	518,414.87	16,584,696.61	(5,328,697.48)	0.00	0.00	0.00	0.00	0.00
Ending Fund Balance	\$45,064,223.43	\$42,680,768.77	\$34,999,185.38	\$25,592,219.28	\$26,110,634.15	\$42,695,330.76	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28	\$37,366,633.28

	FY 2011/2012											
	July	August	September	October	November	December	January	February	March	April	May	June
Beginning Fund Balance	\$46,510,630.23	\$46,100,826.17	\$44,124,830.03	\$44,521,078.46	\$47,005,503.25	\$45,897,273.99	\$57,702,830.45	\$54,053,391.07	\$44,204,790.42	\$29,513,946.47	\$35,191,700.97	\$25,844,675.99
Total Revenues	6,825,093.09	8,604,770.47	11,773,097.35	14,009,712.72	10,510,149.91	22,550,256.32	6,595,149.87	4,032,853.71	(3,658,900.14)	17,357,273.48	2,534,531.41	34,372,932.97
Total Expenditures	7,234,897.15	10,580,766.61	11,376,848.92	11,525,287.93	11,618,379.17	10,744,699.86	10,244,589.25	13,881,454.36	11,031,943.81	11,679,518.98	11,881,556.39	16,349,849.75
Change in Fund Balance	(409,804.06)	(1,975,996.14)	396,248.43	2,484,424.79	(1,108,229.26)	11,805,556.46	(3,649,439.38)	(9,848,600.65)	(14,690,843.95)	5,677,754.50	(9,347,024.98)	18,023,083.22
Ending Fund Balance	\$46,100,826.17	\$44,124,830.03	\$44,521,078.46	\$47,005,503.25	\$45,897,273.99	\$57,702,830.45	\$54,053,391.07	\$44,204,790.42	\$29,513,946.47	\$35,191,700.97	\$25,844,675.99	\$43,867,759.21

	FY 2010/2011											
	July	August	September	October	November	December	January	February	March	April	May	June
Beginning Fund Balance	\$31,784,459.14	\$31,707,786.73	\$23,218,915.51	\$13,391,977.96	\$38,393,146.82	\$37,626,460.99	\$50,812,462.36	\$49,049,615.66	\$45,164,375.97	\$39,520,402.44	\$46,751,646.85	\$43,305,651.35
Total Revenues	7,196,165.21	1,553,433.59	1,225,846.90	36,455,433.92	10,288,007.11	23,933,026.28	8,592,243.99	7,264,930.45	5,325,966.54	18,674,392.21	7,974,571.36	17,915,851.49
Total Expenditures	7,272,837.62	10,042,304.81	11,052,784.45	11,454,265.06	11,054,692.94	10,747,024.91	10,355,090.69	11,150,170.14	10,969,940.07	11,443,147.80	11,420,566.86	14,710,872.61
Change in Fund Balance	(76,672.41)	(8,488,871.22)	(9,826,937.55)	25,001,168.86	(766,685.83)	13,186,001.37	(1,762,846.70)	(3,885,239.69)	(5,643,973.53)	7,231,244.41	(3,445,995.50)	3,204,978.88
Ending Fund Balance	\$31,707,786.73	\$23,218,915.51	\$13,391,977.96	\$38,393,146.82	\$37,626,460.99	\$50,812,462.36	\$49,049,615.66	\$45,164,375.97	\$39,520,402.44	\$46,751,646.85	\$43,305,651.35	\$46,510,630.23

Notes:

¹ Beginning in FY 2012-13, Unrestricted General Funds were divided between two subfunds: Unrestricted Ongoing General Fund (11) and Unrestricted One-Time Funds (13)

² December 2012 deferral repayment of \$8,035,813 and property tax allocation

**Rancho Santiago Community College District
List of 13 New/Replacement Faculty Positions**

As of 1/31/2013									
Requisition Number	Job Title	Location	Department	Division	Replacing	New	Datatel Salary Account	Hiring Manager	# of Openings
AC13-0282	Assistant Professor of Water Utility Science	SCC	Water Utility Science	Business and Career Technical Education	Jim Gates	-----	11-0000-095800-25260-1110	Corine Doughty	1
AC13-0283	Assistant Professor of Mathematics	SAC	Mathematics	Science, Mathematics & Health Sciences	-----	✓	11-0000-170100-16201-1110	Cheryl Carrera	2
AC13-0284	Assistant Professor of Sociology	SAC	Sociology	Humanities & Social Sciences	-----	✓	11-0000-220800-15685-1110	Shelly Jaffray	1
AC13-0285	Assistant Professor of English	SAC	English	Humanities & Social Sciences	-----	✓	11-0000-150100-15620-1110	Shelly Jaffray	1
AC13-0287	Assistant Professor of High School Subjects (Non-Credit)	SAC	CEC	School of Continuing Education	-----	✓	11-0000-493062-18200-1110	James Kennedy	1
AC13-0288	Assistant Professor of Mathematics	SCC	Mathematics	Mathematics & Science	Joseph Yorba	-----	11-0000-170100-25150-1110	Martin Stringer	1
AC13-0289	Assistant Professor/Librarian	SAC	Library Services	Fine & Performing Arts	-----	✓	11-0000-612000-15915-1220	Sylvia Turner	1
AC13-0290	Assistant Professor of Communication Studies	SAC	Speech Communication	Fine & Performing Arts	-----	✓	11-0000-150600-15545-1110	Sylvia Turner	1
AC13-0291	Assistant Professor of Kinesiology	SAC	Athletics	Kinesiology	-----	✓	11-0000-083500-15420-1110	Avie Bridges	1
AC13-0292	Assistant Professor Counselor	SAC	Counseling	Counseling	-----	✓	11-2410-631000-15310-1230 and 11-2410-493010-15320-1110	Micki Bryant	1
AC13-0293	Assistant Professor of Fashion Design and Merchandising	SAC	Family and Consumer Studies	Human Services & Technology	-----	✓	11-0000-130100-15714-1110	Bart Hoffman	1
AC13-0294	Assistant Professor of Welding	SAC	Welding	Human Services & Technology	-----	✓	11-0000-095650-15756-1110	Bart Hoffman	1
Total Positions									13
Data Source: Human Resources Department									

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 Meeting
District Office Board Room
1:30 p.m. – 3:00 p.m.

Meeting Minutes for January 23, 2013

BAPR Members Present: Linda Rose, Michael Collins, Esmeralda Abejar, Raymond Hicks, Jeff McMillan, Bonita Jaros, Juan Vazquez, Steve Kawa, Jose Vargas, Raul Gonzalez del Rio, Morrie Barembaum, Michael DeCarbo, John Smith, Peter Hardash, John Didion, Adam O'Connor, Steve Eastmond, Nga Pham, Sean Small and Sylvia LeTourneau

BAPR Members Absent: Erlinda Martinez, Marti Reiter

Guests Present: Gina Huegli, John Zarske, James Kennedy, Thao Nguyen, Aracely Mora and Bart Hoffman

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

State/District Budget Update

Governor released Proposed Budget on January 10, 2013

- Prop 30 funds provides additional Prop 98 funding
 - Approximately 50% of new tax revenues subject to Prop 98
 - \$2.7 billion more for K-14 education
- No increase to student enrollment fees
- \$196.7 million (3.6%) increase in apportionment funding
 - Approximately \$5 million for RSCCD
 - Subject to Board of Governors defining distribution
- \$179 million for partial deferral buy down
 - No net increase in funding for RSCCD
 - State buying back about \$4.5 million in IOU's to RSCCD
- \$133.2 million in increased state general funds to offset redevelopment agency dissolution
 - No net increase in funding for RSCCD
- \$16.9 million to increase access to matriculated students through the use of online technology
 - Statewide system centrally run all district's online courses
 - RSCCD share of funds unknown at this time
 - This is not a "virtual college"
- Require all students seeking Board of Governors fee waivers to complete a FAFSA
 - To minimize BOG fee waiver costs to the state
- Shift remaining Adult Education programs (approximately 30%) to the community college system
 - \$300 million shift within Prop 98 from statewide K-12 to community colleges
 - "new block grant based on the number of students served and only for core instructional areas"
- Change census date based apportionment funding to completion rates
 - Add a second census date at the end of each term and use a blended census counts
 - After fifth year of transition, funding will be solely based on completion date census
 - Any loss of funds transferred from instructional services to student services categorical programs
 - This will affect the 50 percent law obligation
- Create a \$49.5 million energy efficient fund (Prop 39) for energy efficient projects

- Per FTES funding for all districts
 - RSCCD “FTES share” = \$1.2 million
- Prop 39 funds used for Prop 98 minimum funding guarantee
- Training for energy efficient jobs
- Limit state supported instruction to 90 units
 - State will not provide funds over 90 units
 - Charge tuition at full cost
- Mr. Hardash reminded the group that these proposals mark the beginning of the budget discussions and they are not at all final
- Governor’s May Revise expected on May 14th
- Legislature deadline to enact state budget is June 15th

Mid Year Updates

- Property Tax Revenue Update as of January 10, 2013
 - County Distribution to RSCCD= \$23,391,294
- Unrestricted General Fund YTD Expenditure Update as of December 31, 2012
 - Santa Ana College \$34,141,476.66
 - Santiago Canyon College \$15,832,540.30
 - District Operations \$11,148,189.73
 - Total \$61,122,206.69

Mr. Hardash requested budget centers review and provide feedback on expenditures by the end of January.

Mr. Vazquez stated he would like to have automated system developed to generate reports for tracking funds, positions and staff by department. Mr. O’Connor stated a complete position control system currently does not exist, but stated his agreement that there is a need for this in a later phase of the position control project. Phase I for encumbering full time salaries is close to completion. Ms. LeTourneau added Datatel has the capability to provide the budget centers data on full time salaried staff, provided the data is update to date and correct from Human Resources.

- FTES Update as of January 7, 2013 Reported at P1
 - SAC – Non-Credit 4,507.03 and Credit 15,653.13, Totaled 20,160.16 FTES, 534.66 FTES over target
 - SCC – Non-Credit 1,946.60 and Credit 6,387.90, Totaled 8,334.50 FTES, (104) FTES below target

Membership 2012-13 – Election of 2012-13 Co-Chair – Action Item

- Mr. Hicks recommend and Mr. Smith seconded for Mr. Michael DeCarbo to be the Budget Allocation and Planning Review Committee Co-Chair for FY 2012-13. Mr. Hardash called for a motion to approve appointing Mr. DeCarbo as Budget Allocation and Planning Review Committee Co-Chair for FY 2012-13. The motion carried unanimously.

Committee Updates

- Human Resource Committee
 - Recommend 11 credit full time faculty positions to comply with full time and part time faculty state requirement ratio
 - 10 positions at SAC
 - 9 Credit and 1 Non-Credit
 - 2 credit positions at SCC
- District Facility Planning Committee
 - Renamed to **Physical Resource Committee**
 - Next scheduled meeting on February 6, 2013

- Technology Advisory Group
 - Restricting the ability to send email to “All Email Users”
- Planning and Organizational Effectiveness Group
 - Approved the new planning design manual
 - Submitted first reading to District Council for review in December. Final review and approval on the 4th of February. Presenting to Board of Trustees on February 19th for adoption
- SB361 BAM Implementation Technical Committee
 - Final meeting to be scheduled to approve funding model draft

Information Handouts

- District-wide expenditure report through December 2012 is posted at the following link:
<https://intranet.rscdd.edu>
- Vacant Funded Position List as of 1/15/2013
 - Projected Annual salary and benefits savings \$2,503,387
- Measure “E”
 - Refunding/refinancing Measure “E” funds to lower rates
 - \$79 million in bonds sold
 - Total savings of \$12 to \$13 million to the taxpayers over a year and a half
 - In the process of developing Measure “Q” bond oversight committee

2013-2014 Budget Calendars Draft –Action Item

Mr. Hardash called for a motion to approve the 2013-2014 Tentative and Adopted Budget Calendars. The motion was moved by Mr. Didion and Mr. Barembaum seconded the motion to approve the calendar as presented. The motion carried unanimously.

Approval of BAPRC Meeting Minutes – November 28, 2012

Mr. Hardash called for a motion to approve the BAPRC Minutes of the November 28, 2012 meeting. The motion was moved by Mr. O’Connor and Mr. Barembaum seconded the motion to approve the minutes as presented. Mr. Didion and Mr. DeCarbo abstain from voting due to not being present at the meeting.

Adjournment

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

Meeting Schedule

BAPR Committee Meeting – 1:30 – 3:00, District Office Board Room #107

February 20, 2013

March 20, 2013

April 17, 2013

May 29, 2013

June 5, 2013