

**MINUTES**  
**Budget and Resource Development Subcommittee**

April 27<sup>th</sup> 2012, 9:00 am – 10:00 am  
W-248

**Called to order:** 9:07 am

**In attendance:** Buran Haidar (Chair), Brett Bell, Gail Conrad, Jerry Buckley, David Navarro, Steve Volin, Carol Reagan, Kurt Hill, Sadayoshi Okumoto, Gene Choe

**Absent:** Denise Kapitzke, Adrian Arancibia, Martin Walsh, **Guest:** Joyce Allen

**A. Approval of Agenda & Previous Minutes:**

- The amended agenda was approved. Approval of the 3/30/12 meeting minutes postponed until next meeting.

**B. Reports:**

- Budget update- Brett Bell informed that the final tentative budget was received on 4/26. Analysis of tentative budget for next year shows wide variables, which could either result in a \$ 9.1 million dollar reduction or a \$ 7.7 million increase, on the \$ 300 million dollar District budget. Planning is for a neutral budget environment dependent on passage of tax initiative with three scenarios: flat with paid down deferrals, receiving a small percentage of restoration money, and a third between the two. He presented a detailed Miramar tentative budget showing all reductions from last year.
- Update on BRDS-funded RFFs. B. Haidar presented an itemized list prepared by D. Kapitzke comparing the BRDS-approved funding for the 2011-12 RFFs with the actual funds spent. Of the \$64,930.46 allocated for spending from the BRDS Unrestricted Fund (URF) a total of \$51,275.2 was actually spent. Most of the difference is due to a sharp increase in the cost of Server requested by ICS, which opted to purchase one instead of the approved 2, at this time.

**C. Old Business:**

- Budget and Resource Allocation Model
  - o Budget Allocation- B. Haidar reiterated the importance of identification of funding for Program review-based needs under the current condition of fiscal challenges. She reviewed: 1) the history and original purpose of the BRDS unrestricted fund that was created as a new Miramar College Budget line item in 2011/2012, using the variable Civic Center net income, to build reserves of meet needs of campus functions for items that are not compatible with IELM funding guidelines; 2) BRDS approval for allocating \$ 59,375 of a total of \$144,974 for spending in 2011-12; 3) BRDS approval to increase the 2011-12 to \$64,930 and to use the BRDS URF to fund 14 priority-1 ranked items at its December 2, 2011 meeting.

B. Haidar reported that the BRDS work group charged with exploring allocation of resources met on 4/24 and concluded that the Civic Center net income remains the only viable option. She presented to the committee the recommendation of the work group to extend the use of BRDS URF to cover campus requests for funding from Instruction, Student Services, and Administrative services including IELM-eligible items beyond 2011-12, and to use a percentage of BRDS URF for Classified Professional Development and Travel. The committee approved the workgroup recommendations to change the % percentage of allocation of the BRDS URF as reflected in the following table

Function	2011-12		2012-13	
	Civic Center Net Income			
	Civic Center Facilities Net Income	Civic Center Community Recreation Net Income	Civic Center Facilities Net Income	Civic Center Community Recreation Net Income
Athletics		30%		30%
Fitness Center Equipment Replacement	20%		20%	
Campus Wide Technology Replacement and Bulbs	40%		35%	
Other Campus Wide Equipment	20%		20%	
Classified Professional Development and Travel			5%	
Fund Reserves	20%	70%		70%

- Resource Development -FTEF Allocation update. B. Haidar informed the committee that the 2012-13 FTEF allocation discussed at the Dean's Council will be brought to Academic Affairs on Thursday 05/03
- Resource Development.  
B. Haidar informed the committee that alternate resources are a hot topic and that Miramar College Academic Senate approved of a Mesa College resolution for the "Establishment of an SDCCD Grant Review Board", and that BRDS has been charged by its parent committee the Planning and Institutional Effectiveness Committee (PIEC) to work on development of a process for college response and approval alternate funding sources. She added that BRDS will be developing a process for institutionalizing grant-funded programs, within our participatory governance process, based on Ed Code and Title V, to evaluate their impact on existing resources: use of FTEF allocation, hiring, support staffing facilities, course scheduling, and cost of instruction.

**D. New Business:**

- None

**E. Announcements:**

- Next meeting is scheduled for May 4<sup>th</sup>, 2012 at 10:30am-12:00 pm, S5-104

**F. Adjourned:** 10:01 am