

MINUTES

Budget and Resource Development Subcommittee

Sept. 2nd 2011, 10:30 am – 12:00 pm

Called to order: 10:45 am

In attendance: Buran Haidar (Chair), Brett Bell, Gene Choe, Martin Walsh, Adrian Arancibia, Sadayoshi Okumoto, Carol Reagan, Steve Volin. **Guest:** Lawrence Hahn.

Absent: Randy Barnes, Denise Kapitzke, David Navarro, Kurt Hill, Mark Hertica

Sadayoshi Okumoto was welcomed as the newest faculty member. David Buser has terminated his long tenure as a committee co-chair and past chair.

A. Approval of Agenda & Previous Minutes:

- The agenda and the minutes of the March 4th, 2011 meeting were approved. Item C “New Business” was discussed ahead of item B “Reports”.

B. Reports:

- Budget Update presented by B. Bell included:
 - Comparison of Miramar College 2011-12 adopted General Fund Unrestricted Budget with that of 2010-11, showing a decrease of \$58,707. He explained the allocation differences among the categories by Major Object code.
 - New 2011-12 budget line item to build a reserve and to meet needs of specific campus functions for items that are not compatible with IELM funding guidelines. The allocated monies come from existing college revenue sources and not from State-allocated funds. A summary of covered functions and budgets were discussed.

Function	2011-12	
	Budget	BRDS Approved Allocation
Athletics	\$ 6,852	\$ -
Fitness Center Equipment Replacement	\$ 35,373	\$ -
Campus Wide Technology Replacement and Bulbs	\$ 70,747	\$ 35,374
Other Campus Wide Equipment	\$ 32,002	\$ 24,002
Total Line Item Allocations	\$ 144,974	\$ 59,375

The Committee unanimously approved allocating \$59,375 in 2011-12. These will be added to the resources for BRDS prioritization of eligible program review-generated RFFs.

The Committee also unanimously reaffirmed its previous decision to continue restriction of use of existing IELM fund balance to emergency requests only.

C. Old Business:

- None

D. New Business:

- Fall 2011 BRDS meeting schedule. B. Haidar reviewed the status of IELM funds with a fund balance of ~\$90,000. No additional IELM funds are anticipated for the coming few years. Despite lack of funding, the committee will continue its charge of reviewing and prioritizing the Program Review generated requests for funding (RFFs) as it did last year. The committee meeting dates are Sept. 2 & 16, Oct. 7 & 21, Nov. 4 & 18, and Dec. 2 & 16. The Dec 16th meeting will be convened, if necessary.
- Schedule of the BRDS 2011-2012 funding process. B. Haidar reviewed the steps of the 2011/2012 process that ended with completion of the prioritization of the received RFFs by end of fall 2010. The committee approved adopting a similar timeline in fall 2011, pending consultation with the Deans and the Technology Committee.

E. Announcements:

- Elections for the committee’s Vice-Chair will take place next meeting
- Next meeting: Sept. 16th, 2011 at 10:30am-12:00 pm, S5-104

F. Adjourned: 11:42 am