

Draft Minutes
Budget Resource and Development Subcommittee
Sept 15 2017 10:30am to 12:30pm Room L-105 and L-108

Meeting called to order at 10:34am in L-105

In attendance: Joyce Allen; Brett Bell (Co-Chair); David Buser; Gene Choe(Co-Chair); Dawn Diskin; Kurt Hill; Denise Kapitzke; Gary Smith; Sean Young;
Absent: Paulette Hopkins; Marie McMahon; Gerald Ramsey; Martin Walsh;
Guests: Scott Moller; John Loewenberg; Gina Bochicchio; Buran Haidar; Wai-ling Rubic

Approval of Agenda and past meeting's Minutes

- The agenda was approved (Kapitzke, Young, MSC)
- Minutes for the 05/19/17 meeting were approved (Buser, Allen, MSC)

Old Business

- Miramar budget report:
 - Bell presented in L-105 Miramar budget update for 2017-2018. Campus was invited.
 - Bell indicated that the presented allocations from the CAM may be different than the allocations that are decided on by the campus.
 - The assumptions for California Community College System:
 - \$97 million COLA (+1.56%)
 - \$57.8 million for growth (1%)
 - \$183.6 million base increase- this is continuous
 - \$46.5 million for prop 39 energy and efficiency programs.
 - SDCCD impact:
 - \$3.7 million COLA
 - \$2 million FTES funded growth
 - \$6.6 million base increase
 - \$1.5 million for prop 39
 - The district has a 1.5% FTES growth target.
 - FTES targets
 - All Terms show increase except for the annual public safety target..
 - Model shows 67 FTEF increase from 458 to 525.
 - GFU- Miramar
 - Total 2017-2018 \$39,087,226
 - Total 2016-2017 \$37,355,512
 - Change of + \$1,731,714
 - Classified- contract non classroom down \$127,874
 - Classified- contract classroom up \$87,000
 - Questions-
 - Diskin had a question about how to fill out the taskstream document that is requested by BRDS. Bell clarified the instructions.

- Diskin asked about buying capital equipment. Bell answered that this is possible with BRDS funds.
 - Rubic asked if blinds could be purchased. Bell answered that these can be requested.
 - Choe asked about IELM, Lottery, and Unrestricted fund amounts. Bell answered that the numbers are not solid yet, and will be available at the next meeting. Estimates; IELM- \$254,000; Lottery- \$100,000; Revenue-unrestricted- \$74,000.
 - Choe asked if the unrestricted funds can be used for faculty training, Bell answered yes.
- Conclusion of L-105 meeting. Remainder of meeting moved to L-108
- BRDS Membership update:
 - Went over the current committee membership.
 - Vacancies for 2 faculty seats and 1 student seat.
 - Will request to Marie McMahon to appoint 2 faculty to serve.
 - Will request to Adela Jacobson to appoint a student representative.
- BRDS Goals Mapped to the college strategic plan and accreditation standards.
 - Only change is to 5 year plan of Physical Plant and Instructional Support (formerly IELM) allocation as voted on last year. Reducing Technology Resources and Library Resources allocations by 5% each to create a 10% allocation for Audio/ Visual Resources.
 - Review, no changes. (Diskin, Buser, MSC)

New Business

- BRDS methodology for prioritizing RFFs
 - Questions about quotes.
 - Bell and Choe clarified that quotes will be recommended but will not prevent items from being funded. They are requested to help committee answer questions on the item and to make sure that the originator did their due diligence in researching the total costs of the item and that the item can be purchased using a purchase order.
- Meeting calendar
 - Change next meeting date to 9/29/17.
- Discussion

Meeting was adjourned at 12:20 p.m.