

Draft Minutes
Budget Resource and Development Subcommittee
Oct 05, 2018 10:30am to 12:00pm Room L-108

Meeting called to order at 10:31am

In attendance: Brett Bell (Co-Chair); Michael Brown; David Buser; Gene Choe(Co-Chair); Dawn Diskin; Adrian Gonzales; Monica Demcho; Kurt Hill; Paulette Hopkins; Denise Kapitzke; Laura Murphy (Marie McMahon proxy); Martin Walsh (Dennis Sheean proxy);
Absent: Joyce Allen; Rodrigo Gomez;
Guests: Sadayoshi Okumoto; Wai-Ling Rubic

Approval of Agenda and past meeting's Minutes

- The agenda was approved (Buser, Kapitzke MSC)
- Minutes for the 09/21/18 meeting were approved with minor corrections (Buser, Kapitzke MSC) (McMahon abstain)

Old Business

- Review RFF process
 - We invited deans to attend the last BRDS meeting to answer any questions about the process. Choe presented instructional material for RFF process to department chairs over the summer.
- Student Centered Funding Formula (SCFF) review
 - Bell made an initial presentation to the committee last meeting.
 - Bell will present information to anyone if requested.
 - Next step is to request data for analysis in relation to the SCFF funding categories.
 - State gives district funding based on the SCFF. The District will have to meet to discuss how the funds will be divided to the campuses, since the FTES is no longer the sole factor for calculating funding. The state looks at the district as a whole.
 - McMahon invited Bell to present to the Academic Senate.
 - Career Development College Prep rate= \$5,457. Bell will report back on what exactly CDCP is.
 - Special admit= high school- dual enrollment
 - Inmates- SDCCD does not serve any correctional facilities. Formerly incarcerated students are only self identified, since SDCCD does not ask for this data from any student.
 - Discussions will be made with VPI Gonzales about the possibility of identifying these students in the future.
 - Gonzales stated that these students are similar to foster youth in their classification- we cannot track them unless they self identify.
 - SBCC has started a bridge program that we can look into as a model.
 - Sheean- hand crew camps are incarcerated working crews for fire.

New Business

- BRDS unrestricted allocation
 - Started in 2011-2012. Funds are generated from facilities rental on campus. This generates funds for campus use.
 - This funds our annual RFF process.
 - 2018-
 - Athletic reserves= \$26,510. Will be allocated 100%
 - Fitness center reserves= \$135,416. Will be allocated 100%
 - Campus wide equipment and supplies= \$74,783. Will be allocated 75% for a total of \$56,087. Remainder will roll over to next year.
 - Professional development= \$19,866. Will be allocated 100%
 - Approved by committee (Buser, Hopkins MSC)
- PPIS allocation
 - This fund changes yearly
 - Technology resources= \$79,406. Bell consulted Hill and concluded that the funds were not enough to replace whole computer labs. Discussion about the minimal funds necessary to maintain campus technology (software licenses, maintenance agreements). Minimum essential funding is \$35,000. Leave balance of ~\$44,000.
 - Bell suggested moving \$44,000 to AV resources (\$60,587) for a total of ~\$104,000 for 18-19.
 - Swap library 20% of PPIS funds and AV 10% with lottery funds to increase funding amount for equipment purchases.
 - Approved by committee (McMahon, Gonzales MSC)
- RFF Funding summary
 - Bell presented amounts
 - \$56,087 BRDS unrestricted
 - \$238,632 1 time Lottery for instructional supplies
 - \$0 reserve
 - \$15,881 Library PPIS offset to BRDS
 - \$10,587 AV PPIS to BRDS to fund equipment
 - Total RFF funding = \$321,187
- AV prioritization
 - Prioritized list of classroom AV needs displayed. List has been prioritized by deans.
 - Choe asked about future planning for total cost of ownership of campus technology and AV. Bell stated that this would be good data for planning and sustainability purposes.
 - Approve the AV prioritization (McMahon, Hopkins MSC)
- RFF instructions

- Bell motioned to have individual rankings by committee members brought back to BRDS committee before the Nov. 2 meeting. Choe and Bell will sort the spreadsheet based on the individual rankings, and the committee will vote on accepting the prioritized list.
- Approved (Kapitzke, Hill MSC)

- adjourned at 12:05pm
- Next meeting scheduled for Oct 19, 2018 at 10:30am.