<div align="center">**Draft Minutes**
Budget Resource and Development Subcommittee
April 21, 2017   10:30am to 12:30pm   Room L-108</div>

Meeting called to order at 10:35a.m.

In attendance: Brett Bell (Co-Chair); Joyce Allen; David Buser; Gene Choe(Co-Chair); Dawn
Diskin; Gary Smith; Paulette Hopkins; Denise Kapitzke;; Martin Walsh; Sean Young
Absent: Kurt Hill; Gerald Ramsey; Marie McMahon
Guests:

Approval of Agenda and past meeting's Minutes
- The agenda was approved (Allen, Kapitzke MSC)
- Minutes for the 04/07/17 meeting were approved (Buser, Allen MSC)

Old Business
- Report on Strong Workforce Program funds for Audio Visual
    - Discussion on plan to reallocate a portion of the IELM funds from the 80-20 split between technology refresh and library funds. This reallocation would be used to include A/V into the 5 year IELM funding model.
    - Bell, Hopkins, and Dean Ornelas met during the week to discuss Strong Workforce funds to be used for technology needs in CTE classrooms. This would then offset some of the funds to technology refresh from IELM. This offset would be used by the A/V department to address campus A/V needs (projectors, screens, podiums, associated wiring, etc).
    - Dean Ornelas identified approximately $72,000 of Strong Workforce funds that are unspent for this fiscal year for academic contract and classified positions that are unfilled.
    - Diskin asked about goals being tied to SWP funds. Hopkins clarified that SWP funds need to be tied to increases in student employment after graduation and income increase in graduates.
    - Choe asked about the A/V classroom standards. He requested that BRDS task the Technology committee with reviewing and updating the classroom A/V standards. The committee would like to see a cost breakdown of the full upgrade vs. partial upgrades for classroom A/V needs.

New Business
- Landing page for BRDS.
    - Bell reviewed the current landing page on the college website for BRDS. Currently it only shows the governance page with limited resources for people looking to find information about the committee.
    - BRDS would like to develop a planning page to better explain what is done by the committee.
    - This will include
        - a narrative about the integrated planning process.
        - Describe the process of how the budget allocation models are developed.
        - Show a circular graphic that shows the process.

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- - - Hyperlinks at the bottom of the page linking GFU document, GFU reallocation of existing resources, district Budget Allocation Model (BAM), and Campus Allocation Model (CAM).
    - o Bell requested volunteers to work with him on the design and content. Gary Smith and David Buser agreed to meet.
    - o The projected completion date will be November 2017 for release in Spring 2018.
  - Discussion

Meeting was adjourned at 11:20a.m.