

MINUTES
Budget and Resource Development Subcommittee

Sept. 16th 2011, 10:30 am – 12:00 pm

Called to order: 10:35 am

In attendance: Buran Haidar (Chair), Brett Bell, Gene Choe, Martin Walsh, Mark Hertica, Sadayoshi Okumoto, Denise Kapitzke, Kurt Hill, Carol Reagan, Steve Volin. **Guest:** Lawrence Hahn.

Absent: Randy Barnes, David Navarro, Adrian Arancibia

A. Approval of Agenda & Previous Minutes:

- The agenda and the minutes of the September 2nd, 2011 meeting were approved.

B. Reports:

- District Budget Update- B. Bell presented a summary of San Diego Miramar College Board-adopted budget for 2011-2012, which shows:
 - A General fund total of \$31,406,462 consisting of unrestricted funds of \$24,678,487 representing a 0.002% reduction, and \$6,727,975 in restricted funds representing a 12.7% increase from 2010-2011 budget
 - Distribution of the General Fund unrestricted funds by category and code number.
 - General fund restricted categorical funds and Contracts and Grants by and budget distribution by code number.

It was agreed that B. Bell's PowerPoint presentation will be posted on the BRDS webpage.

C. Old Business:

- Schedule of the BRDS 2011-2012 process. B. Haidar reported that the Deans were consulted and they agree that Oct 28 is the due date for them to submit their approved and prioritized requests to BRDS. K. Hill will coordinate with the Technology Committee.
- Elections for the committee's Vice-Chair. All faculty members in attendance were solicited to consider running for the position. Sadayoshi Okumoto was elected as the 2011/2012 Vice-Chair.

D. New Business:

- Review of subcommittee charge and recommended changes. The committee reviewed its page as published in the college Governance Handbook and discussed edits and several other changes to its goals and procedures: a) the Chair term and timing of election of vice-chair, b) the role of the Researcher as a non-voting member, c) the committee's role in reviewing emergency requests for funding, d) and inclusion of the committee's role in development and dissemination of the college requests for funding, and in establishing criteria for prioritization of funding requests. B. Haidar will be sending a document with the proposed changes to all members. The committee will vote on the changes at its next meeting.

E. Announcements:

- Next meeting: Oct. 7th, 2011 at 10:30am-12:00 pm, S5-104

F. Adjourned: 11:50 am