

Minutes
Budget Resource and Development Subcommittee
February 6, 2015 10:30am to 12:00pm Room L-108

Meeting called to order at 10:32 a.m.

In attendance: Adrian Arancibia; Joyce Allen; Brett Bell (Co-Chair); David Buser (Co-Chair); Gene Choe; Denise Kapitzke; Sadayoshi Okumoto; Steve Volin; David Wilhelm; Martin Walsh.
Absent: Roanna Bennie; Buran Haidar; Kurt Hill; Gerald Ramsey; Gary Smith
Guests: George Beitey (proxy for Bennie); Howard Irvin (proxy for Ramsey)

Approval of Agenda and past meeting's Minutes

- The agenda was approved (Walsh/Kapitzke)
- Minutes for the 11/07/14 meeting were approved (Walsh/Choe)

Old Business

- Bell reported that, of the \$65,646.05 allocated for RFF purchases, \$61,687.87 has been spent, leaving a balance of \$3958.18. It was noted that AV had asked for \$12,000 for projector bulb purchases and was allocated \$6,000, which was spent. A motion was made, seconded, and approved by the Committee to recommend allocating the remaining \$3958.18 to be used to purchase additional projector bulbs for campus-wide use (Walsh/Choe).
- Bell reported on the status of IELM funding, both for Library (books) and for Information Technology (computer refresh).
 - Of the \$80,000 allocated for library books, \$71,459.95 has been spent, leaving a balance of \$8540.05.
 - Of the \$320,000 allocated for computer refresh, \$167,681.39 has been spent, leaving a balance of \$152,318.61.
- The Committee was informed that the costs of Thin Client have yet to be covered and will be included in the IT balance.
- All funds should be encumbered by March be Library and IT; otherwise, any money left over will be reallocated by BRDS in order to complete the process by the end of the fiscal year.

New Business

- Bell reported on the proposal of the process for allocation of Discretionary Budget funds, generated from the effect of higher FTES upon the General Funding Budget Formula. The summary of the allocation among the College constituency (PRIE and Library Tech, Instruction, Student Services, Administrative Services) was presented and discussed. The total for all the allocation requests equals \$188,309.; the amount available equals \$126,276, leaving an unfunded variance of \$62,033. The Committee was then presented with a layout of the detailed request breakdown within each of the constituent organizations. A motion was made, seconded, and passed to approve recommending the

implementation of this allocation process (Irvin/Walsh). This recommendation, along with details of the process will be passed on to the PRIC, along with Academic Senate and Classified Senate, for approval and presentation to CEC.

- Bell presented a report on the 2015-2016 Budget Update, which was first made to the College during Spring 2015 Convocation.

Meeting was adjourned at 11:16 a.m.