

Draft Minutes
Budget Resource and Development Subcommittee
November 10, 2021 1:00 pm to 2:30pm

In attendance: Brett Bell (Co-Chair); Dawn Diskin (Co-Chair); Channing Booth; Kandice Brandt; Michael Brown; Adrian Gonzales; Darren Hall; Kurt Hill; Elizabeth Whitsett (Proxy for Denise Kapitzke); Michael Odu; Bill Pacheco; Vanessa Garcia

Absent: Laura Murphy; Sadayoshi Okumoto

Guests: David Buser; Rebecca Bowers-Gentry; Patricia Manley; Jill Griggs; Lesley Pearson

Call to Order: 1:02 pm with quorum

Approval of Agenda

- Motion to approve the Agenda for November 10, 2021 meeting with the change to shift New Business before Old Business. MSC Booth; Brown, approved.

Approval of Minutes

- Motion to approve the Minutes of October 27, 2021 meeting. MSC Brown; Booth, approved.

Committee Reports/Other

- None.

New Business

1. PPIS Allocation

- a. Bell reviewed the State-funded Physical Plant Instructional Support allocation (PPIS). Miramar received \$1.5 million in funding this year to be split over two years. Bell shared a spreadsheet with the allocation and future planning schedule of the resources. The proposal will allocate 75% (\$607,186) of the available funds to replace instructional technology, 15% (\$121,431) to the library for books and databases, and 10% (\$80,954) for AV classroom supplies. For a combined allocation of \$809,541. The committee discussed the AV allocation portion and that there are additional General Fund monies available to AV for equipment replacement. **Motion to approve the PPIS allocation for 2021-2022. MSC Odu; Booth, approved.**

2. RFF Allocation

- a. Bell shared that the total RFF allocation is \$248,461, to include \$19,350 for unrestricted BRDS and \$229,111 for lottery (\$156,184 current year and \$72,927 prior year). Of the total RFF allocation, the committee historically reallocates PPIS for library and AV to BRDS, totaling \$40,000 for flexibility with equipment

purchases. The remaining BRDS balance of \$19,350 will be unrestricted, and \$189,111 from lottery will be for supplies. **Motion to approve the RFF allocation. MSC Booth; Brown, approved.**

Old Business

1. RFF Prioritization

- a. Bell shared a spreadsheet for the RFF Prioritization which included the School Priority ranking, the Technology ranking and the BRDS Priority ranking averages and recommended the committee work from top to bottom for allocating the lottery funds first, then PPIS second, and lastly, the unrestricted BRDS funds. Bell encouraged the committee to ask questions for clarification on the process. Brown shared the good news that the RFF for the tools and the steering analyzers were grant-funded and don't require allocation. The committee discussed the RFF for Peace Officer Standards and Training (POST) laptops and how to potentially fund with other sources of money and consider it a high priority for the campus. Bell moved down the school priority list entering the funding allocation, noting that the BRDS ranking is used as a tie-breaker. The committee discussed the weight of the school priority versus the BRDS Committee as a whole. If done correctly, the school priority ranking does consider the constituencies in each area, but defers the decision for funding needs to the Manager and Administrators. Bell stated the remaining lottery money could potentially roll over to next year and also that there may be a secondary RFF option for the remaining funds. Bell will report back on this option or that the remainder may be given directly to the schools. The committee will continue to discuss, at future meetings, the two ranking systems, the Deans and BRDS, to further understand the process.

Announcements

- a. Gonzales shared that the Edquity App for the student direct aid is open for students to apply. Eligible students can receive \$1,000 per semester and are encouraged to apply.

Adjourned 2:30 pm. Next meeting scheduled for December 8, 2021 at 1:00 pm via Zoom.