

**Draft Minutes**  
**Budget Resource and Development Subcommittee**  
**February 9, 2022 1:00 pm to 2:30pm**

**In attendance:** Brett Bell (Co-Chair); Channing Booth; Kandice Brandt; Michael Brown; Dawn Diskin (Co-Chair); Adrian Gonzales; Darren Hall; Kurt Hill; Denise Kapitzke; Laura Murphy; Michael Odu; Roger Olson;

**Absent:** Vanessa Garcia; Bill Pacheco

**Guests:** David Buser; Claudia Estrada-Hall; Patricia Manley; Jonathan Okerblom; Linda Woods

**Call to Order:** 1:01 p.m. with quorum

**Approval of Agenda**

- Motion to approve the Agenda for February 9, 2022 meeting. MSC Booth; Kapitzke, approved.

**Approval of Minutes**

- Motion to approve the Minutes of December 8, 2021 meeting. MSC Booth; Hall, approved.

**Committee Reports/Other**

- None.

**Old Business**

**1. Budget Development Procedure**

Bell continued the discussion with the committee regarding the budget development process. The updated Budget Development Process document was shared, which now outlines both the unrestricted and restricted budget development procedures. General Fund - Restricted funding includes categorical types; ongoing state-sponsored programs, for specific purposes, (i.e. EOPS or DSPS Programs), as well as one-time grants or contracts. The budget development process for restricted funds takes place in the Spring (Tentative) and the Summer/Fall (Adopted) and can include both budget reductions and increases between the tentative and adopted budgets depending, for example, on how many students are being served. The end goal is to make the documents available to the public on the website.

**2. RFF Process Review**

Bell shared with the committee, the four main ideas discussed in prior meetings with regard to the RFF review process.

- *Eliminate the RFF process within BRDS & establish a methodology to allocate resources directly.* Bell shared how this would not be a viable path for the committee to establish because of the unreliability of one-time funding sources.
- *Re-evaluate the school-based prioritization process.* The committee supports the idea that the Chairs and Deans synthesize how the prioritization process is working or not working within their schools.
- *The RFF process and Program Review.* Bell shared that the allocation principals for GFU budgets is different for the RFF allocation process because of the one-time funding sources. The committee discussed identifying the sources of the funding during the Program Review process and the difficulties with this path because priorities change.
- *RFF Timeline – Change Program Review from spring to fall?* The committee discussed starting the process in the Spring, worked on over the summer and completed in time for the RFF Process.

The committee continued the discussion about the best path moving forward that the BRDS committee may take in future RFF review processes. The committee discussed the importance of accountability with the budget process, including budget development and allocation, to ensure it is as transparent as possible. The committee suggested that the Deans and VPI attend the BRDS prioritization meeting. Further discussion on eliminating the scoring of the individual school rankings within BRDS will be considered if consensus is achieved on the process.

## **New Business**

### **1. SDCCD Budget Update**

Bell shared the Governor’s budget proposal for the 2022-2023 school year. The current student-centered funding formula will continue to include 70% funding from FTES and 30% from success and other supplemental factors. Without the Hold Harmless buffer provision, SDCCD would have a 15 million dollar decrease in funding based on our current enrollment. Hold Harmless will end in the 2024-2025 fiscal year and a funding floor will kick in to establish minimum base funding. Also included in the proposal is a 5.33% COLA if our district meets minimum fund balance. Our district does not currently qualify for the .5% growth funding. Also proposed is a one-time increase to PPIS funding (13 million dollars for the SDCCD) 60% goes to facilities/maintenance and 40% to the colleges to support instructional equipment. The District is looking to establish multi-year target enrollment planning, currently considered at two years.

### **2. 2022-23 Budget Development - Discretionary**

Bell shared that Miramar is beginning the tentative budget development process for the 2022-2023 budget year. Using the target funding formula, FTES targets x

\$100.00, Miramar will receive about one million dollars in discretionary funding. This tentative budget process, with input from the department chairs and budget managers, is where budget reallocations can occur within each department. Bell shared the budget documents used in this process.

**3. Jan 27, 2022 - Miramar Approved Board Agendas**

Bell reviewed changes to our budgets by Board actions. An example of this is the addition of a Strong Workforce grant that was considered by the Chancellor's Cabinet and the District Governance Council. The recent board agenda allows us to enter into a contract with Grossmont/Cuyamaca Foundation for Strong Workforce to accept, budget and spend \$50,000 to improve marketing and recruitment efforts for CTE programs. Also approved at the Board meeting was the addition of \$107,000 for Miramar's Federal Work Study budget and the administrative allowance needed to manage the work study funds.

**Announcements:** None

**Adjourned 2:23 p.m. Next meeting scheduled for February 23, 2022 at 1:00 p.m.**