

Final Minutes
Budget Resource and Development Subcommittee
September 14, 2022 1:00 pm to 2:30pm

In attendance: Brett Bell (Co-Chair); Kandice Brandt; Michael Brown; Adrian Gonzales; Denise Kapitzke; Pablo Martin; Roger Olson

Proxy in Attendance: Matthew Jewett, proxy for Darren Hall; Adrian Gonzales, proxy for Michael Odu

Absent: Kurt Hill; Bill Pacheco

Guests: Becca Bowers-Gentry

Call to Order: 1:03 p.m. with quorum

Approval of Agenda

- Motion to approve the Agenda for September 14, 2022 meeting. MSC Martin; Kapitzke, approved.

Approval of Minutes

- Motion to approve the Minutes of May 25, 2022 meeting. MSC Kapitzke; Olson, approved. Abstentions: Martin; Jewett (Hall)

Committee Reports/Other

- None.

Old Business

None

New Business

1. BRDS Membership and Governance Charge

Bell initiated the meeting with a discussion of the operational activities of the BRDS committee and the committee's charge to communicate with each member's governance and constituent groups. BRDS is a subcommittee of the Planning and Institutional Effectiveness Committee which ensures the budget allocation process is driven by college-wide planning and strategic priorities.

Bell shared that the current membership of BRDS is 11 because of five vacancies. Currently, the vacancies are faculty BTCWI, Liberal Arts and MBEPS, plus two students. (BTCWI and Liberal Arts for fall only). Bell asked for feedback regarding the co-chair vacancy (faculty position) for BRDS through the Fall semester. The committee agreed to continue without a co-chair through the Fall. The elected faculty co-chair is also a member of the Planning, Institutional

Effectiveness, and Research Committee, but the PIER membership does not formally recognize this. After further discussion, BRDS will recommend that the co-chair will not be a member of PIER, and this change will flow through the governance structure to release the responsibility. Bell will continue to report all BRDS action items at the PIER committee meetings.

2. BRDS Meeting Schedule and Calendar

Bell shared the meetings will be the 2nd and 4th Wednesday of the month through May 24, 2023, with three exceptions noted. The meeting schedule through December was shared for each meeting outlining the flow of the budget development process at Miramar. Additionally, Bell reviewed key action dates for the fall semester.

3. SDCCD Budget Allocation Model (BAM)

Bell shared the SDCCD BAM document for F/Y 2022-2023 which, on a high level, summarizes district-wide general fund unrestricted revenues, expenses, and reserves. BAM revenues are derived from the Student-Centered Funding Formula, Special Admit, CDCP Base and Non-Credit Base for a total revenue of \$194,136,955. With the addition of the Supplemental and Success allocations, the total apportionment is set at \$292,173,885. The addition of State and Other funds moves the total estimated available continuous revenues to \$315,315,950.

The total BAM expenses for fiscal year 2022-23 is estimated at \$325,862,509, which includes reserves and set-asides for vacancies, campus allocations and the district office and district-wide support allocations. The District must also consider adopting a 15% reserve (two months) vs. the current 5%. The budget deficit is adjusted by the 2022-23 beginning and ending fund balances and cash reserves to a budget surplus of \$8,523,773. After total set asides are considered, the total projected surplus is estimated to be \$1,110,241.

4. Miramar Campus Allocation Model (CAM)

Bell shared the CAM for Miramar College for 2022-23. The budget assumptions and considerations involve Hold Harmless ending and the 2024-25 SCFF floor. Miramar's performance metrics must be considered now to plan for 2024-25 three year average calculations for SCFF. An accurate collection and reporting of the campus success measures will help Miramar, as a whole, plan and improve the current and projected SCFF benchmarks and goals.

Miramar has projected FTES targets set at 8,670, but we are not currently hitting that target. The lower FTES for both adjunct and contract faculty influences our

campus' productivity factor. Miramar's productivity goal will be to focus on student success.

Miramar has a projected total budget allocation for 2022-23 at \$44,547,768. This is an increase of \$2,308,693 from the prior year, which is primarily attributed to filled vacant faculty and contract positions. Bell expects the total budget allocation to increase by another three million dollars by the end of the year.

Announcements: None

Adjourned 2:32 p.m. Next meeting scheduled for September 28, 2022 at 1:00 p.m. in L-108.