

Final Minutes
Budget Resource and Development Subcommittee
March 22, 2023 1:30-3:00pm

In Attendance: Brett Bell (Co-Chair); Channing Booth (Co-Chair); Kandice Brandt (Roger Olson-Proxy); Michael Brown; Dawn Diskin; Adrian Gonzales; Kurt Hill; Denise Kapitzke; Pablo Martin (Channing Booth-Proxy); Michael Odu (Linda Woods-Proxy); Roger Olson

Absent: Darren Hall; Bill Pacheco

Guests: Claudia Estrada-Howell; Gene Choe

Call to Order: 1:32 p.m. with quorum

Approval of Agenda

- Motion to approve the Agenda for March 22, 2023 meeting. MSC Booth; Brown, approved.

Approval of Minutes

- Motion to approve the Minutes of November 9, 2022 meeting. MSC Kapitzke; Brown, approved, with two abstentions: Booth; Diskin

Committee Reports/Other

- None

Old Business

1. None

New Business

1. Apportionment Update

Bell shared documents disclosing the four stages of Apportionment. Bell stated Apportionment is not generally discussed at BRDS meetings because it is presented at a District-level, but the outputs like the FTES generated and supplemental and success factors earned, are a part of Apportionment, and ultimately impact Miramar. Conversations about the District's Hold Harmless status continued and will have future impacts on the Apportionment process. SDCCD Apportionment revenue is comprised of Basic, FTES, Supplemental and Success factors. Apportionment documents are produced 4 times a year:

- Advanced Apportionment – Includes prior year actuals.
- P1 – First Principal Apportionment – Includes actual Summer/Fall data, plus estimates for Spring
- P2 – Second Principal Apportionment – Includes actual Spring data
- Recalculation – Includes data six-plus months after P2

Bell reviewed the Advance Apportionment and P1 apportionment schedules and highlighted the components of the Student-Centered Funding Formula (SCFF).

2. RFF Purchasing Update

Bell shared a document showing the campus-wide requests for funding for BRDS and PPIS and that all requisitions have been entered for 49 RFF's.

3. PPIS – Technology Purchasing Update

A PPIS technology purchasing update was shared showing how much was budgeted and spent for Technology Refresh/IT, Library Books & Databases and AV Bulbs & Replacement. This was a campus-wide effort to complete the computer tech refresh project. The remaining balances of the Tech Refresh/IT budget (\$428,559) will be allocated to classroom AV refresh. This will enhance the current \$50,000 set-aside for classroom AV upgrades, which is about \$13,000 per classroom. Individual classroom equipment repairs or replacements will be looked at after the classroom AV upgrade projects are completed.

Additional PPIS funds (\$570,000) were allocated to Miramar, but the Governor has plans to pull back the funding to supplement other areas of state-wide need. If the funds are not withdrawn in 2023-2024, these funds will supplement the identified AV and instructional equipment upgrades across campus. After the remaining purchases are made this year, Hill will identify supply item needs and the balance of the Library Books & Databases fund will roll into next year's PPIS funds, to be used for classroom AV and equipment refresh. The BRDS committee monitors the available budgets and expenditures, but does not determine or change how the funds will be spent without input from the campus governing committees. A discussion about a PPIS 5-year allocation plan will be added to the agenda for the next BRDS meeting.

Announcements: None

Adjourned 2:57 p.m. Next meeting scheduled for April 12, 2023 at 1:30 p.m. in L-108.