

Final Minutes
Budget Resource and Development Subcommittee
April 24, 2024 1:30 p.m. to 3:00 p.m.

In attendance: Brett Bell (Co-Chair); Channing Booth (Co-Chair); Rebecca Bowers-Gentry; Kandice Brandt; Michael Brown; Dawn Diskin; Adrian Gonzales; Denise Kapitzke; Pablo Martin; Michael Odu (Linda Woods, Proxy); Roger Olson; Carlos Pelayo, Donna Sanmur

Vacancies: None

Absent: Mary Kjartanson; Sindhu Narasimha; Amman Shaghel

Guests: None

Call to Order: 1:31 p.m.

Approval of Agenda

- Motion to approve the Agenda for April 24, 2024 meeting with the addition of Mary Kjartanson as Committee Member in place of Matthew Jewett, and also change the Next Scheduled Meeting date to May 8th. MSC Booth; Kapitzke, approved.

Approval of Minutes

- Motion to approve the Minutes of March 13, 2024 meeting. MSC Martin; Booth, approved.

Committee Reports/Other

- Bell: District Budget & Finance (at Miramar's request) have agreed to increase the supplies purchasing threshold from \$200 to \$500 per unit effective July 1, 2024.
- Martin: Academic Senate is looking to create a workgroup to better understand the purchasing process. Bell and Kapitzke will provide input.

Old Business

1. 23-24 BRDS RFF Allocation

Bell shared a PowerPoint (also available on the BRDS Governance website) showing a summary of the 2023-24 BRDS RFF process. Total allocated by the committee to the four schools, Academic Services, Enrollment Services and Student Affairs was \$196,731.64. Each of the four schools were allocated an additional \$18,000 of Lottery funds and spending will be completed by May 3rd.

New Business

1. 24-25 Budget and CAM Update

Bell shared that the next Governor's budget update will be May 14th which will give the District a more accurate budget picture. The District has committed funding to campuses based upon Hold Harmless and will reflect stable funding for 2024-25. Tentative budget planning for unrestricted funds is complete and restricted funding will be completed shortly in preparation for spending to begin on July 1st. The District is fine tuning the Student-Centered Funding Formula and Miramar and CE are anticipating an increased proportion of funding via the CAM until SCFF targets are reached. Miramar FTES and FTEF targets are set at 8,580 and 488 respectively. In the Fall, new discretionary funding

may be available and each school will submit reasonable requests for spending to support the needs of their programs. Miramar will plan to support the new, soon to be Board-approved, School of Academic Services, which will include a Dean, Administrative Technician and an ILT positions with the new revenues. The committee discussed the school's needs from the faculty and student perspective and that Miramar has historically allocated new funding to support instruction across campus. Conversations about campus-wide funding needs are continuing at the committee level, with references to Program Review. Bell will share at the next BRDS meeting the process Miramar has used in the past to allocate additional revenue.

2. BRDS Committee Membership for CGH

Bell shared a BRDS committee membership College Governance document. To support the reclassification of the Business Office Accounting Supervisor position to Director of Administrative Services, the committee will recommend to College Governance to reclassify the committee Classified, Bus. Office position to Administrator, Director of Administrative Services and will also recommend adding one new Classified designee position. The committee also agreed by consensus to make a recommendation to remove the Faculty, PRIELT position and replace with a Faculty, School of Academic Services position.

Announcements: Brandt inquired about the availability of COVID Block Grant funding and the process of how the funds will be distributed. Bell will announce the funding request requirements soon.

Adjourned 2:27 p.m. Next meeting scheduled for May 8, 2024 at 1:30 p.m. in L-108.