

Final Minutes
Budget Resource and Development Subcommittee
October 23, 2024 1:30 p.m. to 3:00 p.m.

<https://sdmiramar.edu/governance/committees/budget-resource-development-subcommittee>

In Attendance: Brett Bell (Co-Chair); Channing Booth; Rebecca Bowers-Gentry; Michael Brown; Dawn Diskin (Co-Chair); Jeff Florentino; Cristina Garibay; Adrian Gonzales (Brett Bell); Mary Kjartanson; Pablo Martin; Sindhu Narasimha; Michael Odu (Proxy, Linda Woods); Carlos Pelayo Donna Sanmur

Vacancies: Faculty, School of Academic Services (1)

Absent: Denise Kapitzke

Guests: Jacqueline Hester

Call to Order: 1:32 p.m.

Approval of Agenda

- Motion to approve the Agenda for October 23, 2024. Booth, Martin; MSC, approved.

Approval of Minutes

- Motion to approve the Minutes of October 9, 2024 meeting. Brown, Sanmur; MSC, approved.

Committee Reports/Other

None

Old Business

1. RFF Process

Discussed the RFF worksheets that were sent to Deans and department chairs.

Discussed the summary that was sent out. Total of 174 RFF have been submitted.

Discussed breakdown, the needs and allocation of resources.

New Business

1. Request for Ongoing Resources

Discussed the need to establish the process at looking and documenting the requests, that occurs each fall.

Shared some examples of ongoing and one-time Professional Development request.

Discussed what funding requests should come to BRDS and how committees review them.

Explained how funding are allocated and prioritized.

Discussed Ongoing “Types of Requests” and what request should be Professional Development.

Shared that all discretionary budget requests go to this committee.

The RFF documents will be sent out 11/4/2024 and will need to be submitted by 11/12/2024.

Announcements: None

Adjourned 2:42 p.m.

Next meeting scheduled for November 13, 2024 at 1:30 p.m. in L-108.

DRAFT