

**Minutes**  
**Budget Resource and Development Subcommittee**  
**December 3, 2025**  
**1:30 p.m. to 3:00 p.m.**

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

**In Attendance:** Maria Battisti (Co-Chair), Channing Booth, Rebecca Bowers-Gentry (Co-Chair), Joseph Carletello, Cristina Garibay, Eli Damas, Adrian Gonzales, Rachel Halligan, Denise Kapitzke, David Mehlhoff, Valentino Nevarez, Donna Sanmur

**Vacancies:** Classified (1), Student (1)

**Absent:** Rodrigo Gomez, Michael Odu, Ryan Pacheco

**Guests:** Claudia Estrada-Howell, Dan Roberts

**Call to Order:** 1:31 p.m.

**Approval of Agenda**

- Motion to approve the Agenda for December 3, 2025. Booth, Mehlhoff; MSC

**Approval of Minutes**

- Motion to approve the Minutes of the November 12, 2025, meeting. Mehlhoff, Nevarez; MSC

**Committee Reports/Other**

Dan Roberts let the committee know that they were going to apply for a grant that was due the next day. Once it is completed it will be brought back to the committee to review and if there are issues the grant will be retracted from the submission committee, it was also recommended that they have College Council review the grant.

**Old Business**

None

**New Business**

**1. RFF Allocation**

Battisti presented the final rankings for the Nuventive spreadsheet that were collaboratively ranked by members of the committee. The committee went through each ranking and decided if they were going to grant funding to each request until allocation had reached \$0 in Civic Center, Lottery, and PPIS funds. Now that allocation has been completed Administrative Services will notify each department to submit a quote for approved allocated items. Once quotes are received the business office will produce the purchase order.

**Announcements:** None

**Adjourned 3:18p.m.** Motion to adjourn. MSC, approved.

**Next meeting is scheduled for December 10, 2025, at 1:30 p.m. in L-108.**

San Diego Miramar College 2013-2019 Strategic Goals

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.