

**Minutes**  
**Budget Resource and Development Subcommittee**  
**December 10, 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, Eli Damas, Cristina Garibay, Adrian Gonzales, Rachel Halligan, Denise Kapitzke, David Mehlhoff, Valentino Nevarez, Michael Odu, Donna Sanmur

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

**Absent:** Rodrigo Gomez, Ryan Pacheco

**Guests:** Gene Choe, Max Moore, Jeff Orgera, Jennifer Pena, Elizabeth Whitsett, Linda Woods

**Call to Order:** 1:32 p.m.

**Approval of Agenda**

- Motion to approve the Agenda for December 10, 2025. Kapitzke, Odu; MSC

**Approval of Minutes**

- Motion to approve the Minutes of the December 3, 2025, meeting. Booth, Mehlhoff; MSC

**Committee Reports/Other**

None

**Old Business**

**1. Final Overview of RFF Allocation**

There were some setbacks in the ranking process but we were able to mitigate midway through the meeting. The committee realized what was happening and chose to review the school rankings versus the BRDS Committee rankings. This allowed the committee to review the school's top rankings and we were able to review rankings one through six. Some higher ranked items were allocated before the committee pivoted to this process. There has been a lot of discussion within those schools if that allocated money could go towards a much more needed item. There were five motions brought forth in this meeting in regards to those lower ranked funded items.

**Motion 1:** Moved by Damas, second by Nevarez and third by Sanmur that, The Committee start over with all rankings. The motion failed with 3 in favor and 7 against.

**Motion 2:** Moved by Odu, second by Damas and third by Nevarez that, The Committee will fund the items we allocated that are school ranked 1-6. Then the lower items will not be funded for that item but the funds will go to the school that requested that item to spend on higher ranked items at their discretion. The motion failed with 3 in favor and 8 against.

**Motion 3:** Moved by Gonzales and second by Booth that, The Committee will fund the items we allocated that are school ranked 1-6. Then take the remaining balance and divide equally to the schools. The motion failed with 3 in favor and 7 against.

**Motion 4:** Moved by Booth and second by Gonzales that, The Committee will fund the items we allocated that are school ranked 1-6. Then take the remaining balance and divide equally to the schools. The motion failed with 2 in favor and 7 against.

**Motion 5:** Moved by Gentry-Bowers and second by Kapitzke that, The Committee continue to fund the items we allocated that are school ranked 1-6 and at the next meeting in February to reallocate the remaining \$74,000. The motion carried with 7 in favor and 3 against, with Garibay abstaining.

## **New Business**

### **1. Review RFF Allocation Process for FY 26-27**

There were a few suggestions for the spreadsheet going into FY 26-27, one was to include the number of years the specific item has been requested. Also to filter out items that do not qualify for BRDS allocation; this would help eliminate unnecessary ranking for those items. The Committee to set guidelines of what is to be included in the allocation spreadsheet, then it will be pulled before it is shared for ranking. The process will be a work in progress until we get our system finalized before next Fall. The ranking sheet will be sent out with specific protocols and more time to review.

**Announcements:** None

**Adjourned 2:59 p.m.** Motion to adjourn. MSC, approved.

**Next meeting is scheduled for February 11, 2026, 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.