Minutes
Budget Resource and Development Subcommittee
October 14, 2026
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), Eligio Damas, Rachel Halligan, David Mehlhoff, Michael Odu, Nicole Roesler, Donna Sanmur, Brunda Unadi, Elizabeth Whitsett

Vacancies: Student (1)
Absent with Proxy: Valentino Nevarez
Absent: Joseph Carletello, Cristina Garibay, Rodrigo Gomez, Adrian Gonzales,
Guests: Denise Kapitzke, Patti Manley, Stephen Um, Linda Woods

Call to Order: 1:36 p.m.

Approval of Agenda
Motion to approve the Agenda for October 14, 2026. Odu, Booth; MSC
Approval of Minutes
Motion to approve the Minutes of the September 23, 2026, meeting. Melhoff, Woods; MSC. Abstain: Roesler, Battisti

Committee Reports/Public Comment

Old Business:
RFF Spreadsheet Review:
All Deans were emailed their respective school's RFF items to rank on October 2. The committee discussed the requirement for the "Justification" column, noting that some faculty may have missed it because it is a new addition. Members agreed that the departments should not be punished for missing justifications. Deans are encouraged to fill in the missing information during their ranking.

Emails will be sent to Deans to remind them of the due date of October 23.

The committee clarified that technology requests are no longer ranked by the Technology Committee but are instead provided as comments/input.

It was confirmed that quotes must be attached to the requests via a designated SharePoint folder for compilation.

There is ongoing discussion regarding a potential shift in the PPIS allocation split between the district and colleges from 60/40 to 80/20. Committee members expressed concern that if the district retains more funds, there is no clear methodology for how Miramar can access money for campus-specific maintenance needs. Battisti noted that while the district uses a single budget pool, she is communicating with the District Director of Facilities to discuss equitable funding formulas based on factors like FTEs or building age.

New Business:
New Director of Administrative Services:
Battisti introduced Nicole Roesler as the new Director of Administrative Services, she came to Miramar from Mesa on October 5. She is replacing Denise Kapitzke due to her retirement on October 16.

The committee recognized Denise Kapitzke for her years of service as she concludes her time on the BRDS committee with her impending retirement. She will be missed and expressed thanks for all she has done for the committee and campus.

Announcements: None

Adjourned 2:16 p.m. Motion to adjourn. Booth, Odu; MSC, approved.

Next meeting scheduled for October 28, 2026, at 1:30 p.m. in N-206.

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.