

MINUTES
Budget and Resource Development Subcommittee

March 4th 2011, 10:30 am – 12:00 pm

Called to order: 10:45 am

In attendance: Buran Haidar (Chair), Brett Bell, Peter Fong, Randy Barnes, Denise Kapitzke, Gene Choe, Martin Walsh, Adrian Arancibia, Carol Reagan, Steve Volin. **Guests:** Fabienne Bouton-Sander.

Absent: David Buser, David Navarro, Kurt Hill, Mark Hertica

A. Approval of Agenda & Previous Minutes:

- The agenda was approved.
- The amended minutes of the Feb. 4th 2011 meeting were also approved.

B. Reports:

- Brett presented an overview of Miramar College's 2010-10 Adopted Budget:
 - General Fund Unrestricted budget is \$24,737,592. 2% decrease from prior year
 - Categorical and General Fund Restricted Budget is \$5,970,647. A 15% decrease from prior year.
 - Total operating budget for the campus is \$30,708,239.
 - Provided 2011-12 Budget Considerations and due dates for Tentative Budget planning.
 - Explained that if voters do not pass the extension of the current tax programs in June, the budget implications are too catastrophic for which to plan.

C. Old Business:

- Review of RFF – Electronic submission of RFF were worked out with the Deans. Clarification of “quote” requirements, increase number of characters for explanation on the electronic form, and providing additional training were recommended.

D. New Business:

- None

E. Announcements:

- For the remainder of the fiscal year, BRDS meetings will only be held as necessary (i.e. emergency requests for funding) on previously scheduled dates. Buran will notify committee if a meeting is called.

F. Adjourned: 11:50 am