

# BARC UPDATE FOR PCAB

February 4, 2020

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MESA COLLEGE

# Onboarding

- Held onboard meeting welcoming new members onto the committee to acquaint BARC members with the happenings, timelines, and importance of the Budget Allocation Recommendation Committee



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# FAQs in Response to Academic Senate Questions

- Faculty Senate and BARC member Tonya Whitfield presented on BARC during a Faculty Senate committee meeting
- From that session, several faculty had questions that were brought back to BARC for review
- In response to these questions, and to be transparent in our BARC request process, the BARC members came up with an FAQ sheet to be shared with campus

## BARC FACTS

1. Where do BARC funds come from?
  - a. BARC Funds are a product of multiple funding sources. There are two types of fund designations within the College, unrestricted general fund (all college discretionary/operational) and restricted general fund (grant and categorical designations). The unrestricted portion comes from two sources, a set-aside at the beginning of each fiscal year and a year-end recapturing of unused departmental budget. Where appropriate, restricted funds are used if requests align with the funding criteria.
2. How are requested items approved for funding?
  - a. The Budget Allocation Recommendation Committee reviews and rates requests based on the criteria and rubric approved by the committee. Once scored by each individual BARC member, the rating results are again reviewed and prioritized by the entire committee. The prioritized list is brought to the Planning and Institutional Effectiveness Committee and President's Cabinet for review and approval. Ultimately, the funding decisions are determined by the President of the College, with input from executive staff and grant managers where appropriate. The CTE subcommittee reviews requests that qualify for funding through Strong Workforce and Perkins.
3. How is one notified if their request has been funded?
  - a. Once funding determinations have been made, Administrative Services on behalf of BARC, will send out an email to all who have submitted a request to notify them to access the portal where funded items will be noted.
4. How does one maintain relationships with vendors if quotes are obtained, but not fulfilled?
  - a. As part of the process review cycle, the BARC will explore timelines vs. information needed to assess the necessity or level of quotes required as part of the Request It process. The Committee is mindful of the time of requestors and vendors in obtaining quotes for this process.
5. Is there a training available?
  - a. Yes! The training for the BARC Request It portal is available on the Program Review Resource page on the Mesa website under "Program Review Training": <http://www.sdmesa.edu/about/mesa/institutional-effectiveness/programs-review/documents/program-review-training>
  - b. The Program Review Training schedule can be accessed here: <http://www.sdmesa.edu/about/mesa/institutional-effectiveness/programs-review/documents/program-review-training/2020-2021/2020-2021published.pdf>

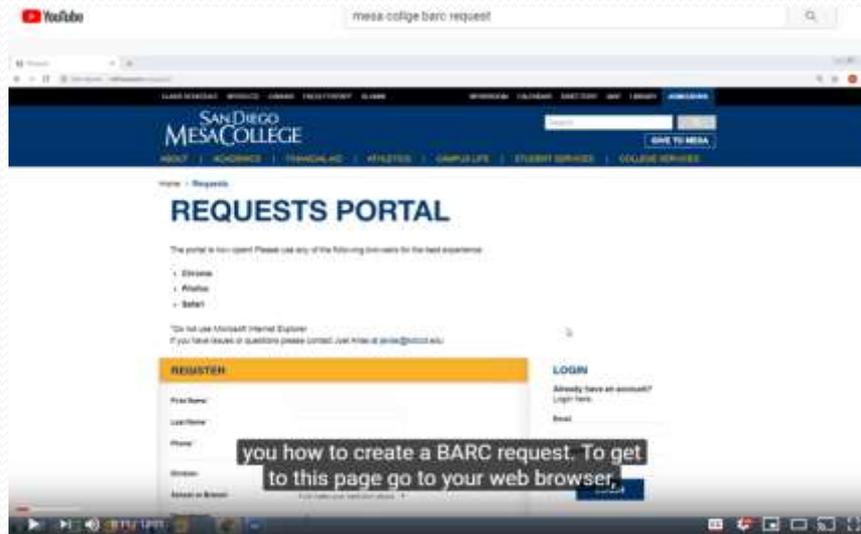
# Added Equity and Excellence into Rubric

- San Diego Mesa College is the leading college of equity and excellence, so it seemed necessary to be more intentional about including equity into our BARC request process
- We added equity into the rubric, as part of the advancement of our vision and goal to continue to serve our students



# BARC Request-It Trainings

- To help the BARC Requests flow easier, and in an effort to provide faculty and staff with as much support as possible during the program review and BARC request seasons, we had three trainings, and created an online, close-captioned review of how to use the BARC Request-It portal



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# Discussing Processes

Process & Timeline considerations include:

- Efficiencies to adhere to purchasing timelines
- Quote requests

**SUBMITTED**

# BARC Close

- Closed Feb 10 - Extended by request of Mesa faculty and staff.
- Important this year to identify need



## BUDGET ALLOCATION AND RECOMMENDATION COMMITTEE

### PURPOSE

The Mesa College Budget and Allocation Recommendation Committee (BARC) is a representative committee to be appointed through the shared governance process by its constituent groups. It is designed to engage on focused work in the development of principles, recommendations and priorities for Mesa College's General Fund Unrestricted Budget. Recommendations will be brought directly to President's Cabinet.

**Type:** Governance

**Reports to:** President's Cabinet (PCAB), Planning & Institutional Effectiveness (PIE)

**Meets:** Meetings are scheduled the 2nd and 4th Tuesdays 2:15pm – 3:30 pm in MC-211 | [View Agendas & Minutes](#)

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