

SAN DIEGO MESA COLLEGE
BUDGET AND ALLOCATION RECOMMENDATION COMMITTEE
Minutes

Tuesday, March 12, 2013

2:00 - 3:30PM

A-104 Conference Room

I. Call-to-Order: VPA Convene

· Present: Tim McGrath, Lynn Dang, Thuan Le, Madeleine Hinkes, Donna Duchow, Linda Custer, Margie Fritch, Leslie Seiger, Laurie Mackenzie, Julianna Barnes, Dan Gutowski

· Absent: Angela Liewen, Marco Chavez

· Review Minutes

○ Minutes approved with no corrections (L. Mackenzie, Margie Fritch: MSC All)

· Review Additions to the Agenda

○ No Additions (Margie Fritch, L. Mackenzie MSC All)

· Announcement of Co-Chair

○ Dan Gutowski named BARC Co-Chair as Lynn Dang

II. Budget Review

· Intermediate Budgeting

○ Lynn Dang gave a presentation with breakdown by each object code in the 4, 5, & 6 categories.

· Overview Discretionary Spending

○ Dan Gutowski explained the breakdown in percentages for each expense category as follows:

4000 @ 55%; 5000 @ 38%; 6000 @ 7%

III. Strategic Planning Process

· President's Cabinet Retreat

○ Tim McGrath on behalf of President's Cabinet extended an invitation to all BARC members to attend the President Cabinet Retreat Friday March, 15, 2013 from 9-4pm in the new CE building here

on Mesa Campus. He also extended the invitation to any future retreats.

IV. Allocation Process

- Resources to Assist Review Process

Dan Gutowski handed out memory sticks to all BARC members and then gave a presentation reviewing all that was on the flash drive (i.e.):

- Funding Requests
- Program Reviews by School
- Instructional/ Services updated Goals
- Deans Recommendation List
- Scoring Sheet
- Electronic and Hard Copies of Resources

The Deans will be asked to prioritize and give \$\$ amounts for their Departments requests at the next Deans meeting on March, 13, 2013.

BARC members will use the Rubric scoring sheet to determine their scores.

Deadline for scoring completion is Tuesday April 9, 2013.

V. Future Meetings

- April 9 Agenda

Announce Funding Available/ Make Supply/Equipment Recommendations

- April 23 Agenda

Evaluate Supply/Equipment Rubric/Process

- May 14 Agenda

- Set Agendas for 2013-2014 Academic Year

- Tim McGrath explained that Program Review and BARC are out of sync at this time and is being reviewed to rectify that issue.

- Future Agendas (Fall 2013)

Review Campus Planning Process

Review Master Plan

VI. Adjournment

