

SAN DIEGO MESA COLLEGE
BUDGET AND ALLOCATION RECOMMENDATION COMMITTEE
MINUTES

Tuesday, October 8, 2013

2:00 - 3:30PM

A-104 Conference Room

- I. Call-to-Order: Co-Chair – Convene @ 2:06pm
Present: Tim McGrath, Lynn Dang, Thuan Le, Madeleine Hinkes, Angela Liewen, Donna Duchow, Margie Fritch, Leslie Seiger, Robert Garber, Anthony Reuss, and Jesus Escudero, Jill Baker (Guest)
Absent: Julianna Barnes
- Review Minutes
 - 1st motioned by M. Fritch, 2nd by M. Hinkes, abstain by Tim and Bob, approved with corrections
 - Review Additions to the Agenda
 - No additions
- II. Budget Review Process (cont'd.) – Tim McGrath
- Review FTEF/FTES Process
 - Tim reviewed faculty prioritization list which will go to PIE then to P-Cab for Pam's approval.
 - Used Pam Deegan's slides to review with committee on FTEF/FTES. The 525 report was submitted to the state. Tim explained the FTES/FTEF formula and enrollment.
 - Reviewed WSCH (Weekly Student Contact Hours).
 - Discussed Core Mission.
 - Tim explained FTEF allocation by School (see handout).
 - Tim went over the handout on Chancellor's Cabinet Update for Fall 2013 semester
 - Tim discussed supply budgets. BARC can allocate year end monies to supplies/equipment requests.
- III. Program Review Process – Jill Baker
- Resource requests
 - Program review process rolled on 9/27/13.
 - Excel problem was identified and noted in Taskstream.
 - It's the same process as last year.
 - Next year they will look at changes.
 - Program Review (PR) doc will be ready for PR committee in Feb then on to P-Cab and then to BARC for the March/April purchases.
 - BARC can get a preview draft early.
 - Jill will work with IT to make this document easy to review.

- Leslie Seiger is representing BARC to assist Jill Baker with the training session on the supply/equipment rubric.

IV. Future Meetings

- October 22 Agenda
Review Program Review Process/Planning Documents
- November 12 Agenda
Review Rubric/Faculty Spring Hiring Process
- December 10 Agenda
Prepare for Spring Allocations

V. Adjournment