

SAN DIEGO MESA COLLEGE

Budget Allocation and Recommendation Committee Minutes

12.11.25

2:30 - 3:30 pm

MC 151

Attendees: Lorenze Legaspi, Brian Makus, Virginia Enriquez, Laurie Strong, Kevin Branson, Morgan Fay

Guests: Mary Gwin

Call to Order

Lorenze Legaspi called the meeting to order at 2:33 pm. Minutes were reviewed but could not be approved due to lack of quorum. Discussion began focused on a budget variance of \$3.5 to \$3.56 million, with Lorenze explaining that while the college cannot maintain control over this funding, they can use it to backfill vacant positions if someone leaves.

2024/2025 BARC Cycle Purchases

The meeting focused on the 2024-2025 BARC cycle, where most purchases have been completed, and instructions for the 2025-26 timeline will be issued. The group reviewed the timeline for program reviews, which includes a manager feedback period and final edits due by February 3rd, with resource requests due the same day. The committee hopes to expedite their review process, with a decision on this to be discussed in the next meeting. As of the meeting date, all but 1 or 2 BARC purchase cycles have been made.

2025/2026 Timeline

BARC Specific

February 5/6, 2026 (BARC Begin Ranking)

February 12, 2026 (Optional Ranking Support)

February 19, 2026 (Finalize Ranking)

March 3, 2026 (PCAB First Read)

March 17, 2026 (PCAB Second Read)

The committee reviewed the timeline for program review, with key dates including a potential meeting on the 5th, a full committee meeting on the 12th, final ranking by February 19th, and presentations to the President's Cabinet on March 3rd and 17th

Rubric- Resource Prioritization Rubric

The committee discussed changes to their scoring rubric, particularly adjusting the weights for sustainability and innovation categories to 5% and 20% respectively, while maintaining the original 5% for sustainability. Lorenze explained that the standardized rubric was created to streamline the evaluation process across different committees, but they will monitor its effectiveness this year before considering any changes. The committee plans to conduct norming sessions at their first two meetings to ensure consistent scoring across members

Goal Review

The committee initiated a substantial review and potential revision of its **Current Listed Goals** to ensure alignment with the **ACCJC Accreditation Standards** (specifically focusing on standards 3.4 to 3.7). Lorenze emphasized the necessity of a systematic, long-scale commitment to examine and determine appropriate actions for each goal, highlighting the importance of current goal #6 for its emphasis on **transparency** regarding the district's budget process and resource allocation.

The group agreed to continue this goal review process into the new year, with a potential plan to form subgroups to tackle different aspects of the review and research. There was a consensus to get all the information first before jumping into major implementation work, to avoid being overwhelmed.

Notes/Tasks:

Research how other colleges meet accreditation requirements and develop a comparative matrix/list of their efforts. Plan to retrieve Miramar's matrix. Commit to publishing an

annual BARC FAQ. Develop a chart detailing the responsibilities for each element:
Standard - District – Mesa.

BARC Timeline for this year

Timeline

August 29 Program Review (PR) Kickoff Hyflex format. Recording will be available.	September 2 - December 1 Writing & Training Period Lead Writers begin drafting Program Review (PR) and Resource Requests (RR) writing in Nuventive .	December 1 Due by Noon on Dec. 1: <ul style="list-style-type: none">Draft PRDraft RR Submit Draft Program Review (PR) and Draft Resource Request (RR) by noon for manager review.
December 2 - January 12 Manager Feedback Period Manager reviews drafts and completes feedback form in Nuventive .	January 13 - February 3 Final Edit Period Due by Noon on Feb 3: <ul style="list-style-type: none">Final PRFinal RR Lead writers make final edits based on feedback and submit final PR and RR in Nuventive. System closes at noon on Feb. 3rd.	February 6 Resource Committees Begin Review Begin generating reports for Resource Committees. Begin Prioritization processes.

Next Steps

The group decided to keep their next meeting on the 5th as planned, with the 12th meeting remaining optional, and Lorenze asked Mary if she would like to be a resident guest to the calendar invites.

Announcements / Adjournment

Meeting Adjourned: 3:26 PM

Next Meeting

The next meeting is scheduled for **February 5th 2026**

Resources

[Program Review Resource Page](#)