Budget Allocation and Recommendation Committee

October 13th, 2026 (2:30-3:30) LRC 435

MEMBERS			
Jacqueline Collins (Co-Chair)	Mary Gwin (Co-Chair)	Ayana Woods (Co-Chair)	Todd Curan
Virginia Enriquez	Saul Quiroz (A)	Laurie Strong	Vincent Villareal
Jordana Francisco	Johanna Aleman	Eliza Hoyos Vences (A)	Jennifer Carmicheal
Larry Maxey	Dina Miyoshi	Francesca Costa	
CONSULTANTS			
Alex Berry (A)	Nathan Talo		

Call to Order 2:30 After a round of introductions, the 9.22.26 Minutes were approved.	Jacqueline Collins BARC 9.22.26 Minutes
Budget Forum Series & Budget Process Historical Background Jacqueline Collins asked the committee if they would prefer to push back the Mesa section (part 2) of the Budget Forum series to the spring in support of the Collegiality in Action forum that the Academic Senate and President Hands will be working on. Mary Gwin provided context to the committee regarding what Collegiality in Action provides to the campus and noted that the forum may not take place until the spring. After discussion, the committee agreed to keep moving forward with their original timeline, separate from Collegiality in Action. Additionally, the committee gained context on the historical background of the budget process and its relationship with BARC from Laurie Strong and Todd Curan. They emphasized that previously, BARC had only scored and reviewed innovative BARC requests and did not make recommendations to the budget development process. The committee discussed the current lack of a formal budget development process, and it was clarified that this committee will be responsible for informing and recommending the process. Jacqueline Collins will send out Collegiality in Action information and the budget development process from last year.	Jacqueline Collins
Committee Composition and Orientation Mary Gwin and Ayana Woods confirmed they will serve as co-chairs for the committee. An orientation will be held for new BARC committee members, with Todd Curan (or Laurie Strong) and Virgie Enriquez serving as the training team.	

Off-Cycle Funding Review & Process Discussion
The committee reviewed the draft tier template, flat model, and review process flowchart, clarifying that the off-cycle review group will operate as a BARC subcommittee.
Discussion centered on funding distribution and allocation models. Todd Curan raised concerns about a first-come, first-served approach, while Jordana Francisco suggested removing that model entirely in favor of decisions driven strictly by criteria and rubrics. Jennifer Carmichael clarified that the primary goal of off-cycle funding should be addressing replacement and other departmental needs.
 	
The committee developed a list of main questions, listed below. A survey will be sent to the committee members so they can rank, vote, and provide input on these questions.
• What percentage of funding are we making available from the beginning-by semester, month, or year?
• If a request is not funded, does it roll over, or will requestors have to resubmit their requests?
  ○ If there is a rollover, will departments be able to update their requests as needs shift from low to high?
• How many times can someone submit a request, and will there be a submission limit?
• Regarding ongoing costs, will the process fund software or maintenance agreements?
• If a request is not funded, will the decision be communicated, and how?
  ○ Will the rubric be used as justification for both approvals and denials.
	Off Cycle Funding Request Form
	
	Off Cycle Funding Request Process
	
	Survey

Rubric **The committee discussed that the rubric needs to reflect the nature of the "replacement" needs. Understanding that this rubric will differ from BARC's new and innovative rubric which takes into consideration equity, innovation, etc.**	
Action Items: • Committee members will complete the survey to rank, vote, and provide input on the off-cycle funding questions. • Morgan Fay will schedule the orientation for new BARC members. • Jacqueline Collins will send out Collegiality in Action information and the budget development process from last year. • Jacqueline Collins will send out the DRAFT Budget Development Process that was reviewed during the summer retreat.	DRAFT Budget Development Process