

Minutes of Strategic Planning and Allocation of Resources Committee
Held on September 26, 2019
Building 4, Room 4-301

Chairs Present:

Eloisa Briones, Ingrid Vargas

Members Present:

Lindsey Ayotte, Zachary Bruno, Karina Morelia Cruz, Luis Escobar, Connor Fitzpatrick (pending CSEA confirmation), Kathy Fitzpatrick, Angélica Garcia, Filipp Gleyzer, Lucy Jovel, Melissa Komadina, Barbara Lamson, Joseph Morello, Athena Nazario, Leigh Anne Shaw, Jennifer Taylor-Mendoza, Andrea Vizenor, Russell Waldon (substituting for Wissem Bennani), Miranda Wang, Kenyatta Weathersby, Karen Wong

Guest(s) Present:

Christopher Gibson, Dean of Language Arts
Jose Gutierrez, Parliamentarian, Associated Students of Skyline College
Jannett Jackson, Interim College President

Members Absent:

Kathryn Williams Browne, Michael Fitzgerald, Sonya Pope, Nicole Porter, Bianca Rowden-Quince, Gabe Saucedo, *second Social Science/Creative Arts Representative*

Resource Persons Present:

Belinda Chan (co-Recorder), Paul Cassidy, Judy Hutchinson (co-Recorder), Zahra Mojtahedi

1. GENERAL FUNCTIONS

1.1. Call to Order

Eloisa Briones called the regular meeting to order at 2:13 p.m.

2. ACTION ITEM(S)

2.1. Approve Agenda

A motion was made by Barbara Lamson and seconded by Luis Escobar to approve the September 26, 2019 Agenda as written. Motion carried unanimously.

2.2. Approve Minutes

No amendment proposed to the [September 12, 2019](#). The Minutes were approved as written.

3. DISCUSSION/REPORT

3.1. Additional Information Requested at the last meeting

Paul Cassidy, Finance and Operations Manager, provided an overview of previous topics from the September 12, 2019 meeting, including a brief review of the Integrated Planning Process, the scope of Fund 1 utilization in context with other fund sources, and expenditures by function (Instruction, Student Services, Administration). The Office of Vice President of Administrative Services also provided additional background. Information provided in response to questions posed at the last meeting included:

- Additional detail with respect to where the additional (proposed) support for Strategic Initiatives will be applied, the composition of expenditure by type, and how the proposed level of support adjoins support from one-time, Fund 3, and other sources.
- Additional detail with respect to where the additional (proposed) support for Divisional

Discretionary Budget Augmentation will be applied. The composition of expenditure by type, in which Divisions.

- The definition and examples of what types of purchases qualify for Instructional Equipment. Also provided was a recent history of instruction equipment expenses for the previous three fiscal years including a breakdown between Information Technology, Software, Adaptive Equipment, and Furniture and Equipment.
- The recent history from FY2013-14 to FY2019-20 of FTE additions to position control in each employment classification and which funding type supported the role.
- The count of faculty that will be replaced (7 in FY2019-20).

3.2. Live Survey on Allocation of new Fund One Dollars to Inform Scenarios

Members divided into five groups to discuss how to allocate new Fund 1 budget support. Members took 30 minutes to form a consensus within their group and submit their group's proposed budget allocation to the Committee.

3.3. Discuss Scenarios for the Allocation of new Fund One Dollars

All five groups' scenarios were presented. Due to similar allocation logic of Group 4 and Group 5, their scenarios were merged. Group 1's scenario represented a divergence from the others, and Group 1 determined that their intent was well represented by Group 2's scenario, and withdrew their proposal.

Members then finalized three scenarios to be reviewed and discussed with their constituencies.

3.4. Review Procedures for the SPARC vote on Oct 10, 2019

The final three scenarios will be emailed to members, and Paul Cassidy will provide discussion points to help summarize the proposals for their respective areas.

Members, will submit their most preferred scenario of the three at the October 10, 2019 meeting, and come prepared with a second choice in case a runoff vote is needed.

2. ANNOUNCEMENT

No announcements were made.

3. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, October 10, 2019 at 2:10 p.m. in Room 6-203.

4. ADJOURNMENT

There being no further business, Filipp Gleyzer made a motion, seconded by Angélica Garcia, to adjourn the meeting. The September 26, 2019 meeting was adjourned at 3:56 p.m.

Minutes were approved by Members on October 10, 2019.