



Minutes of Strategic Planning and Allocation of Resources Committee
Held on October 10, 2019
Building 6, Room 6-203

Chairs Present:

Eloisa Briones, Kathryn Williams Browne, Ingrid Vargas

Members Present:

Lindsey Ayotte, Zachary Bruno, Karina Morelia Cruz, Luis Escobar, Connor Fitzpatrick, Kathy Fitzpatrick, Angélica Garcia, Filipp Gleyzer, Lucy Jovel, Melissa Komadina, Barbara Lamson, Joe Morello, Athena Nazario, Dino Nomicos (substituting for Michael Fitzgerald), Sonya Pope, Nicole Porter, Danni Redding Lapuz (substituting for the second Social Science/Creative Arts Representative), Bianca Rowden-Quince, Gabe Saucedo, 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

Members Absent:

None

Resource Persons Present:

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

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 Joe Morello and seconded by Angélica Garcia to approve the October 10, 2019 Agenda as written. Motion carried unanimously.

2.2. Approve Minutes

No amendment proposed to the [September 26, 2019](#). The Minutes were approved as written.

2.3. Vote on Budget Allocation Scenario Recommendation to College Governance Council (CGC)

Paul Cassidy reviewed the three Fund 1 \$1.1 million allocation scenarios created at the September 26th SPARC meeting, and explained the voting procedure. If more than 50% voted in favor of one scenario, then the scenario would be the recommendation to College Governance Council (CGC). If no scenario received more than 50% of votes, the least popular scenario would be eliminated, and another vote would be taken on the remaining two scenarios. Another round of voting would also be required if there was a tie in two scenarios. Please see [Budget Scenarios Voting Procedure](#) for more details.

Members' votes were made by roll call, and Chair Williams Browne recorded the counts. Below is the result of the vote:

Scenario One – received 8 members' votes

Scenario Two – received 18 members’ votes

Scenario Three – received 3 members’ votes

Scenario Two, having received more than 50% of Members’ votes, was selected as SPARC’s recommendation to the College Governance Council (CGC) for consideration at CGC’s October 23, 2019 meeting.

SPARC recommends to the CGC that the new \$1.1 million in Fund 1 be allocated as follows:

Newly available Fund 1 balance to be allocated		\$ 1,095,604
SPARC allocation recommendation to CGC:		
CPI increase to Divisions		\$ 111,474
New Positions (1 Faculty & 2 Classified Professor		\$ 289,055
College Innovative Strategies		\$ 256,398
General Operating/Discretionary		\$ 169,311
Instructional Equipment (TCO)		\$ 169,311
Reserve for use as needed (rainy day fund)		\$ 100,055
Total		\$ 1,095,604

3. DISCUSSION/REPORT

3.1. Review of SPARC Calendar for 2019-20

This item will be discussed in the next meeting.

3.2. Review and Discuss Enrollment Trends Data

Ingrid Vargas provided an overview of Skyline College’s enrollment trends. From fall 2009 through fall 2019, the enrollment of all three colleges within San Mateo County Community College District (SMCCCD) has been declining gradually. Please see [Skyline College Fall Enrollment Trends](#) for more details.

Skyline College currently has the largest enrollment of the three district colleges, with 9,260 students enrolled as of the fall 2019 census date.

Following are enrollment trend highlights for Skyline College from fall 2009 through fall 2018:

- Enrollment by student types (continuing students, returning students, first-time transfer students, special admit students, and first-time students) decreased in all types, except special admit students and first-time students. Enrollment by age shows an increase in the 19 or younger age group and a decrease in students aged 35 and older.
- Enrollment by ethnicity has decreased in all ethnic groups, except Multi Races and Hispanic/Latinx groups.
- From Fall 2018 to Fall 2019, the cities with the highest enrollment declines were San Francisco, South San Francisco, Daly City, San Bruno, Pacifica, Burlingame, and San Jose. Enrollment growth was seen for students residing in San Mateo, Redwood City, Hayward, Palo Alto, San Carlos, Half Moon Bay, and Menlo Park.

Members' discussed possible causes including:

- Free tuition offered by community colleges in the mentioned cities, such City College of San Francisco in San Francisco.
- Higher housing costs in the higher decline enrollment cities.
- Dual enrollment and special admit programs may not counted in the data.

4. COMMENTS AND QUESTIONS

Bianca Rowden-Quince, on behalf of the Academic Support and Learning Technologies (ASLT) Division, appreciated SPARC for its transparency and time allocated for members to have in depth discussions with their respective areas.

A member commented that the feedback of Administrative Leadership Unit Review (ALUR) has not been provided to divisional members.

Members suggested to have an acronym list or cheat sheet available on the SPARC website for reference and for the public interest.

5. ANNOUNCEMENT

No announcements were made.

6. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, October 31, 2019 at 2:10 p.m. in Room 6-203.

7. ADJOURNMENT

There being no further business, Joe Morello made a motion, seconded by Zachary Bruno, to adjourn the meeting. The October 10, 2019 meeting was adjourned at 3:04 p.m.

Minutes were approved by Members on October 31, 2019.