



**Minutes of Strategic Planning and Allocation of Resources Committee**  
**Held on October 29, 2020**  
**Zoom**

**Chairs Present:**

Eloisa Briones, Leigh Anne Shaw, Ingrid Vargas

**Members Present:**

Rachel Bell, Luis Escobar, Connor Fitzpatrick, Kathy Fitzpatrick, Filipp Gleyzer, Lucy Jovel, Nancy Kaplan-Biegel, Melissa Komadina, Barbara Lamson, Joe Morello, Athena Nazario, Dino Nomicos, Shaun Perisho, Nicole Porter, Bianca Rowden-Quince, Jennifer Taylor-Mendoza, Andrea Vizenor, Miranda Wang, Yiya Wang, Kenyatta Weathersby, Karen Wong

**Guests Present:**

Rolin Moe, Dean of Academic Support and Learning Technologies

**Members Absent:**

Zachery Bruno, Sonya Pope, Gabe Saucedo

**Resource Persons Present:**

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

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**1. GENERAL FUNCTIONS**

**1.1. Call to Order**

Leigh Anne Shaw called the regular meeting to order at 2:12 p.m.

**2. ACTION ITEM(S)**

**2.1. Approve Agenda**

A motion made by Karen Wong and seconded by Nancy Kaplan-Biegel to approve the October 29, 2020 agenda. Motion carried unanimously.

Order of agenda items were changed due to Zoom's connectivity problem.

**2.2. Approve Minutes**

A motion was made by Barbara Lamson and seconded by Nicole Porter to approve the October 8, 2020 minutes as written. Motion carried unanimously.

**3. DISCUSSION/REPORT**

**3.1. Update on CPR Template Workgroup**

The work group began meeting on Monday, October 26, 2020 and will continue meeting for 8 weeks.

The work group is tentatively scheduled to recommend the revised CPR Templates to SPARC at the December 10, 2020 meeting for voting to recommend to College Governance Council (CGC).

Please see [SPARC Slides of October 29, 2020](#) meeting for the work group timeline and membership.

**3.2. COVID-19 Fiscal Impact**

Judy Hutchinson provide an update on COVID-19 Fiscal Impact and Emergency Relief spending that includes the Coronavirus Aid, Relief, and Economic Security Act (CARES) institutional support funding. The CARES Act stimulus bill was passed by Congress and signed into law by the President in March 2020. Skyline College received \$2.4M in funding, of which 25% has been allocated for institutional

expenses. The other 75% has been allocated for direct student aid. The Emergency Preparedness Fund, allocated from Fund 1, is an annual fund to cover expenses that is not covered or funded.

Please see [SPARC Slides of October 29, 2020](#) meeting for details on COVID-19 fiscal breakdown.

### **3.3. Update on Professional Development and Technologies for Online Learning**

Rolin Moe, Dean of Academic Support and Learning Technologies (ASLT), provided an update on professional development and technologies for online learning. Faculty, both full-time and adjunct, received training on online teaching and the training was compensated. As of Fall 2020, 97% of Skyline College faculty have completed a course of distance education instruction, almost all via Skyline's homegrown Quality Online Teaching & Learning (QOTL) initiative.

Faculty and Classified Professionals, who would like to request technology or equipment, may fill out the student intake survey to specify the needs:

(<https://app.smartsheet.com/b/form/63ec29f5b9f64fae9c7a5921bdc8d584>).

Dean Moe also mentioned that the Vision Resources Center (<https://visionresourcecenter.cccco.edu>) is a great site for free professional development courses.

Please see [SPARC Slides of October 29, 2020](#) meeting for details on professional development and technologies update.

### **3.4. Review of Planning and Resource Allocation Model and Timeline**

Ingrid Vargas presented the updated [Integrated Planning and Resource Allocation \(IPRA\) model](#). The updated IPRA model incorporates the new Program Review process approved by College Governance Council (CGC) and President Moreno, on October 28, 2020. Please see SPARC Slides of October 29, 2020 meeting for the IPRA model.

Dean Vargas also shared the current and proposed program review dates. While the CPR Work Group is in meeting in progress, an in-between dates prior to the next program review submission will be needed.

## **4. ANNOUNCEMENT**

There was no announcement.

## **5. NEXT REGULAR MEETING**

Next regular meeting will be held on Thursday, November 12, 2020 at 2:10 p.m.

## **6. ADJOURNMENT**

There being no further business, Karen Wong made a motion and seconded by Joe Morello to adjourn the October 29, 2020 meeting. The meeting was adjourned at 3:50 p.m.

Minutes were approved by Members on November 12, 2020.