

Minutes of Strategic Planning and Allocation of Resources Committee
Held on October 14, 2021
Zoom

Chairs Present:

Lindsey Ayotte, Eloisa Briones, Joe Morello, Ingrid Vargas

Members Present:

Chelssee De Barra, Kathy Fitzpatrick, Ricardo Flores, Filipp Gleyzer, Jessica Hurless, Lucy Jovel, Nancy Kaplan-Biegel, Linda Liu/Vivian Paw, Shaun Perisho, Mustafa Popal, Marlon Villalobos, Russell Waldon, Tina Watts, Karen Wong

Members Absent:

Luis Escobar, Connor Fitzpatrick, Melissa Komadina, Dino Nomicos, Gabe Saucedo, Andrea Vizenor, Kenyatta Weathersby

Resource Persons Present:

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

1. GENERAL FUNCTIONS

1.1. Call to Order

Lindsey Ayotte called the regular meeting to order at 2:16 p.m.

2. ACTION ITEM(S)

2.1. Approve Agenda

A motion was made by Shaun Perisho, and seconded by Karen Wong, to approve the October 14, 2021 agenda as written. Motion carried unanimously.

2.2. Approve Minutes

A motion was made by Jessica Hurless, and seconded by Nancy Kaplan-Biegel, to approve the September 30, 2021 minutes as written. Motion carried unanimously.

3. DISCUSSION/REPORT

3.1. Welcome New Tri-Chair

Lindsey Ayotte introduced and welcomed Joseph Morello, Jr., the new Vice President of Administrative Services, to SPARC.

3.2. SPARCKle Minutes

The SPARCKle minutes' topic for the day was "Unpopular Opinion" in which members shared in breakout groups.

3.3. SPARC Role in Strategic Planning

Prior to the combination of the Institutional Planning Committee (IPC) and College Budget Committee (CBC), one of the IPC's roles was reviewing and updating the Education Master Plan sub-goals while monitoring the overarching goals' fulfillment with the Balanced Scorecard annually. That was essentially IPC's strategic planning.

SPARC, as stated in the committee charge, will play a more prominent role: coordinating, integrating and communicating college-wide planning and budgeting. This Committee will make integrated planning and budget recommendations to the College Governance Council (CGC). SPARC shall coordinate and oversee the development of the College's Education Master Plan for AY2022/23-2027/28, which will

inform the Enrollment Management Plan, Student Equity Plan, Technology Plan, Sustainability Plan, Facilities Plan, Distance Education Plan, and Human Resources Plan.

See [Strategic Planning Overview](#) slides for more information.

3.4. Strategic Planning Foundations Overview

Skyline College is a member institution of the Society for College and University Planning (SCUP). In June 2021, many SPARC members participated in SCUP's Foundations Course, a 6-hour workshop taken in preparation for strategic planning. SPARC will be revisiting and implementing many of the concepts introduced in the SCUP Foundations course. The tri-chairs are also looking into the possibility of bringing additional SCUP training to SPARC.

SPARC Tri-Chair and The Dean of PRIE Ingrid Vargas led a discussion on planning versus strategy, and the need for both. Dean Vargas referred members to an Inside Higher Ed article by Peter Eckel and Cathy Trower, entitled "[Stop Planning!](#)" To delve into a strategic approach to planning, SPARC Members discussed the following questions in breakout groups:

- Who are our key audiences and how are their needs and aspirations changed?
- How is the environment evolving and what does that mean for our competitive advantage?
- Who are our competitors – both tradition and nontraditional – and in what ways are they competing differently?

3.5. Education Master Planning Model

A participatory, inclusive and transparent planning process will be key to the success of our next Education Master plan. Due to time constraint, this item was not discussed in adequate detail; future SPARC meetings will dive deeper into collectively devising a model for the Skyline College Education Master Planning process.

4. ANNOUNCEMENT

No announcements were made.

5. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, October 28, 2021 at 2:10 p.m.

6. ADJOURNMENT

There being no further business, Nancy Kaplan-Biegel made a motion, and seconded by Lindsey Ayotte to adjourn the meeting. The October 14, 2021 meeting was adjourned at 4:03 p.m.

Minutes were approved by Members on October 28, 2021.