



**Minutes of Strategic Planning and Allocation of Resources
Committee Held on October 27, 2022
Zoom**

Chairs Present:

Lindsey Ayotte, Joe Morello, Ingrid Vargas

Members Present:

Kevin Corsiglia, Chelssee DeBarra, Connor Fitzpatrick, Kathy Fitzpatrick, Filipp Gleyzer, Nancy Kaplan-Biegel, Liz Llamas, Ellen Murray, Shaun Perisho, Mustafa Popal, Jonathan Scott, Kenyatta Weathersby, Tina Watts, Karen Wong, Win Shwe Yee, Jessica Hurless

Members Absent: Russell Waldon, Miranda Wang, Dino Nomicos, Vivian Paw, Lucy Jovel, Gabe Saucedo, Melissa Komadina, Luis Escobar, Ricardo Flores, Chris Gibson,

Guests: Wendy Lee

Resource Persons Present:

Paul Cassidy, Judy Hutchinson, Zahra Mojtahedi, Becky Threewit (absent)

1. SPARCKle Minutes: Agenda item suspended as part of agenda approval.

2. GENERAL FUNCTIONS

2.1. Call to Order

Lindsey Ayotte called the regular meeting to order at 2:19 p.m.

3. ACTION ITEM(S)

3.1. Approve Agenda

A motion was made by Karen Wong and seconded by Ellen Murray-- to approve the October 27, 2022 meeting agenda with amendments to omit SPARCKle Minutes agenda item and reduce the time allotted for item 4.3 to 20 minutes and 30 minutes allotted for newly requested agenda item to provide guidance to SPARC members on division EMP share-outs. Motion carried unanimously.

3.2 Approve Minutes

A motion was made by Win Shwe Yee and seconded by Mustafa Popal to approve the October 13, 2022 meeting minutes with correction to program review platform to "Improvement Platform" instead of "Nuventive Platform." Motion carried unanimously.

4. DISCUSSION/REPORT

4.1. Resource Allocation Task Force Update



No update was provided as the October 24, 2022 meeting was moved to October 31, 2022. District Budget Office Peter Fitzsimmons and Chief Financial Officer Bernata Slater will be attending the November 10, 2022 meeting to discuss the Resource Allocation Model and District budget.

4.2. Budget 102: Funds 3, 4, 6, & 7

Finance Manager Paul Cassidy provided a budget overview of Funds 3, 4, 6, & 7:

- Fund 3: Grants and Contracts
- Fund 4: Capital Outlay
- Fund 6: Child Development Laboratory Center (CDLC)
- Fund 7: Student Financial Aid

Topics covered included the sources of the various funds, current fiscal year programs, salaries and benefits funded by various fund sources, and amounts carried over from previous budget year by various fund sources, an explanation of FTE, etc. Examples of programs covered include EAC, BAEC, Middle College, etc.

To review the PowerPoint presentation slides accompanying this presentation, [click here](#).

4.3. EMP: Draft Strategies Review

Dean of PRIE Ingrid Vargas provided an overview of the remaining steps in the EMP process, including a reminder about Part II of the Skyline College Integrated Planning Summit taking place on Friday, October 28, 2022. Details were also provided about the upcoming Integrated Planning Town Hall for a college-wide audience on November 3, 2022. Metrics will also be developed to measure progress in reaching the forthcoming EMP goals.

To review the PowerPoint presentation slides accompanying this presentation, [click here](#).

4.4. EMP Division Presentation Guidance for SPARC Members (new item)

Dean of PRIE Ingrid Vargas emphasized the need to broaden solicitation of ideas about goals and process solicited from Division. Division meetings will provide opportunity for further feedback before finalizing the draft EMP. SPARC Members shared ideas for how to ground the EMP discussions in the division meetings and also the importance of clarity to division meeting attendees about their roles in the next steps.

NEXT REGULAR MEETING

The next regular meeting will take place on Thursday, November 10, 2022.

5. ADJOURNMENT

A motion was made by Lindsey Ayotte to adjourn the meeting with no objections (no second). The meeting was adjourned at 3:54 p.m.