Minutes of the Strategic Planning and Resource Allocation Committee
Held on May 8, 2025
Zoom: https://smccd.zoom.us/j/89715478630

Chairs Present: Joe Morello, Jessica Truglio, Ingrid Vargas

Members Present: Nancy Kaplan-Biegel, Jose Cartagena, Kevin Corsiglia, Lorraine DeMello, Lauren Ford, Chris Gibson, Eric Imahara, Elizabeth Llamas, Vivian Paw, Roger Perez-Vaughan, Eric Torres, Gavin Townsley, Christopher Watters, Kenyatta Weathersby, Phillip Williams, Hellen Zhang

Members Absent: Kadae Aung, Rika Yonemura-Fabian, Roderick Magbual, Ellen Murray

Guests Present: Luis Escobar

Resource Persons Present: Paul Cassidy, Zahra Mojtahedi, Becky Threewit, Karen Wong

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1. **SPARCkle Minutes:** Committee members took a moment to do some deep breathing.
2. **GENERAL FUNCTIONS**
   - **2.1. Call to Order**
     Committee Tri-chair Jessica Truglio called the regular meeting to order at 2:20 p.m.
3. **ACTION ITEM(S)**
   - **3.1. Approve Agenda**
     A motion was made by Chris Gibson and seconded by Lauren Ford to approve the May 8, 2025 meeting agenda. The motion carried unanimously.
   - **3.2 Approve Minutes**
     A motion was made by Will Minnich and seconded by Lorraine DeMello to approve the April 24, 2025 meeting minutes. Minutes were approved unanimously.
4. **DISCUSSION/REPORT**
   - **4.1. Accreditation ISER Update:**

     Committee Tri-chair Ingrid Vargas reported that the Institutional Self-Evaluation Report (ISER) is progressing on schedule. A full draft of the standards has been completed and is currently undergoing copy editing by Nancy Kaplan-Biegel. The introductory section, expected to be approximately 5-8 pages, is being finalized by Zahra Mojtahedi and the rest of the PRIE team, who are also verifying the accuracy of linked evidence throughout the document. Efforts continue to keep the full

report within the 75-page limit. Once finalized, the draft will be sent to MCPR for formatting, with a goal of sharing a polished version with the incoming College President by mid-to-late June.

The final draft of the ISER will be available for public review from mid-July through the Fall semester, with reminders shared over the summer. A first read by CGC is scheduled for August, with a vote expected in September. The Board of Trustees will review the final version at their October meeting, with a November backup date if needed. The peer review team will be chaired by Dr. Kim Armstrong and vice-chaired by Dr. Star Rivera Lacey. Ingrid expressed appreciation for the collaboration that has kept the process on track and emphasized the importance of continued engagement as the review period approaches.

4.2. Student Services Division Annual Report to SPARC:

Committee guest and Acting Vice President of Student Services, Luis Escobar, presented on the Student Services Administrative Leadership and Unit Review (ALUR). The review focused on three goals, (1) increase data capacity across Student Services, (2) focus on advancing antiracism practices, and (3) focus on promoting a thriving learning and working environment.

Luis highlighted several key achievements from the past year, including the continued expansion of the Promise Scholars Program and the launch of Project Change, a program designed to support formerly incarcerated and system-impacted students. The division also introduced a Basic Needs Counselor position and developed Tableau dashboards to improve data reporting.

VP Escobar concluded by presenting six prioritized funding needs. The top priority is maintaining current counseling services amid rising personnel costs, followed by a request to reallocate a counseling PSC position. A new Assistant Director of Financial Aid position is also proposed to address increasing complexity in that area. Additional requests include programming support for the Transfer Center and Men of Color initiatives and a longstanding need for a PSC dedicated to outreach. Luis's presentation slides can be found on the SPARC website.

5. ACTION ITEM

5.1. Tentative Budget Recommendation to District:

SPARC recommends a tentative roll-forward Fund 1 budget (no increases or decreases other than customary Step & COLA). A motion was made by Will Minnich and seconded by Nancy Kaplan-Biegel to approve the action. The motion passed unanimously.

NEXT REGULAR MEETING

The next regular meeting will take place in fall 2025.

6. ADJOURNMENT

There being no additional agenda items, the meeting was adjourned at 4:02 p.m.