

Minutes of the Strategic Planning and Resource Allocation Committee**Held on August 28, 2025****Zoom: <https://smccd.zoom.us/j/89715478630>****Chairs Present:** Paul Cassidy, Cassidy Ryan, Ingrid Vargas**Members Present:** Jose Cartegena, Chris Collins, Kevin Corsiglia, Rod Daus-Magbual, Lorraine DeMello, Lauren Ford, Chris Gibson, Katie Hern, Eric Imahara, Nancy Kaplan-Biegel, Liz Llamas, Will Minnich, Andy Murillo, Roger Perez-Vaughn, Jiaxuan Qiao, Gavin Townsley, Monique Ubungen Wardell, Christopher Watters, Kenyatta Weathersby, Phillip Williams, Clair Yeo-Sugajski, Hellen Zhang**Members Absent:** Vivian Paw, Eric Torres, Rika Yonemura-Fabian**Resource Persons Present:** Zahra Mojtahedi, Becky Threewit, Karen Wong

1. SPARCKle Minutes: Members introduced themselves.**2. GENERAL FUNCTIONS****2.1. Call to Order**

Committee Tri-chair Cassidy Ryan called the regular meeting to order at 2:12 p.m.

3. ACTION ITEM(S)**3.1. Approve Agenda**

A motion was made by Lauren Ford and seconded by Will Minnich to approve the August 28, 2025 meeting agenda. The motion carried unanimously.

3.2 Approve Minutes

A motion was made by Nancy Kaplan-Biegel and seconded by Chris Gibson to approve the May 8, 2025 meeting minutes. Minutes were approved with three abstentions.

4. DISCUSSION/REPORT**4.1. New Members Orientation:**

Committee Tri-chair Ingrid Vargas provided the committee with a welcome and orientation presentation. Orientation included a review of Integrated Planning and its role in college planning, the committee charge, Skyline's Participatory Governance model, and SPARC membership makeup. Ingrid also presented on the college Education Master Plan and SPARC's role in its development, and details on SPARC's role in monitoring budget and making Fund 1 recommendations. Lastly,

Ingrid highlighted SPARC member responsibilities, especially representing and communicating with constituents. The [New Members Orientation slides](#) can be found on the [SPARC website](#).

4.2. FY25-26 Budget Review:

Acting Committee Tri-chair Paul Cassidy provided a detailed budget overview and reviewed SPARC's budget recommendation to tentatively roll forward the Fund 1 budget (no increases or decreases) for FY 25-26. Paul highlighted college and district budget principles and priorities, as well as potential liabilities, budget impacts related to fires, tariffs, and the stock market, and fluctuations in the Resource Allocation Model. A Q&A session followed, allowing members to ask specific questions about the proposed tentative budget recommendation. A more detailed [summary of Paul's presentation](#) can be found on the [SPARC website](#).

4.3. Student Equity Plan (SEP) Draft:

Committee member Roger Perez-Vaughn provided an update on the current Student Equity Plan (SEP) draft. Roger reviewed the development process, highlighting and providing details on the three major sections that make up the plan. Committee members received the draft in advance of the meeting and were invited to share their feedback during the discussion. Finally, Roger shared the SEP timeline for the fall semester. The [Student Equity Plan presentation slides](#) can be found on the [SPARC website](#).

NEXT REGULAR MEETING

The next regular meeting will take place on September 11, 2025.

5. ADJOURNMENT

There being no additional agenda items, the meeting was adjourned at 3:59 p.m.