

Minutes of the Strategic Planning and Resource Allocation Committee

Held on March 12, 2026

Zoom: <https://smccd.zoom.us/j/89715478630>

Chairs Present: Paul Cassidy, Ingrid Vargas, Cassidy Ryan

Members Present: Kevin Corsiglia, Lorraine DeMello, Katie Hern, Eric Imahara, Nancy Kaplan-Biegel, Albin Lee, Liz Llamas, Will Minnich, Andy Murillo, Roger Perez-Vaughan, Jiaxuan Qiao, Vivian Paw, Eric Torres, Gavin Townsley, Monique Ubungen Wardell, Phillip Williams, Hellen Zhang

Members Absent: Michelle Amaral, Chris Collins, Jose Cartegena, Chelssee DeBarra, Lauren Ford, Filipp Gleyzer, Michael Kane, Bianca Rowden-Quince, Clair Yeo-Sugajski, Chris Watters, Kenyatta Weathersby

Resource Persons Present: Rebecca Threewit (recorder), Karen Wong

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1. **SPARCKle Minutes:** Members discussed the power outage that affected campus earlier that day.
 2. **GENERAL FUNCTIONS**
 - 2.1. **Call to Order**

Committee Tri-Chair Cassidy Ryan called the regular meeting to order at 2:15 p.m.
 3. **ACTION ITEM(S)**
 - 3.1. **Approve Agenda**

A motion was made by Will Minnich and seconded by Gavin Townsley to approve the March 12, 2026 meeting agenda, contingent upon updating the meeting dates listed on the agenda. The motion carried.
 - 3.2. **Approve Minutes**

A motion was made by Eric Imahara and seconded by Gavin Townsley to approve the February 26, 2026 meeting minutes, contingent upon adding a section regarding the initiation of the EMP inventory process to the minutes. The motion carried.
 4. **DISCUSSION/REPORT**
 - 4.1. **VPAS Update**

Committee Tri-chair Paul Cassidy provided an overview of how the Education Master Plan (EMP) intersects with budget planning, noting this as an initial effort to strengthen alignment between the two. He highlighted the EMP's emphasis on enrollment metrics, including headcount, FTES, and persistence, as well as challenges related to demographic shifts. The college has focused on targeted recruitment, program redesign, and investments in instruction and student support. The EMP also prioritizes aligning resources with evolving community needs, including outreach, adult education, and dual enrollment, while

maintaining fiscal stability through prudent financial stewardship.

Paul noted the importance of external funding, instructional technology, zero textbook cost pathways, student basic needs services, and workforce development. As a next step, he proposed developing more detailed financial information at the program level to support further committee review and discussion.

Paul took questions from committee members regarding how to better align budget planning with the EMP, including identifying funding priorities, improving transparency around resource allocation, and developing tools to track whether funding decisions align with EMP goals.

4.2. CPR Resource Requests:

Committee Resource Person Karen Wong provided an overview of the Resource Request Summary tool in Nuventive, including how resource requests are submitted and tracked through program review. She noted that more consistent use of available features could improve transparency and help the committee better understand funding decisions and alignment with EMP goals.

The committee discussed current budget limitations, the relationship between different funding sources, and the need for more data-informed decision-making, including exploring return on investment despite acknowledged challenges in measurement.

4.3. EMP Update

Committee Tri-chair Ingrid Vargas provided an EMP update. Ingrid noted that an EMP inventory process is being developed, which will involve collecting information from managers on activities aligned with EMP goals to better understand and showcase work occurring across the college. The committee discussed potential approaches for sharing this information more broadly. Additional updates included plans to post student survey results and launch an employee survey to help measure EMP impact.

5. NEXT REGULAR MEETING

The next regular SPARC meeting will take place on Thursday, April 9, 2026.

6. ADJOURNMENT

There being no additional agenda items, the meeting was adjourned at 3:30 p.m.