

Minutes of the Strategic Planning and Resource Allocation Committee

Held on September 10, 2026

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

Chairs Present: Debra Glenn, Mustafa Popal, Ingrid Vargas

Members Present: Michelle Amaral, Kevin Corsiglia, Lorraine DeMello, Jing Folsom, Kristen Jasniewski, Michael Kane, Nancy Kaplan-Biegel, Albin Lee, Liz Llamas, Scott Mansfield, Will Minnich, Andy Murillo, Mariska Ramos, Danni Redding-Lapuz, Meng So, Chris Watters, Kenyatta Weathersby, Sherri Wyatt, Win Shwe Yee, Clair Yeo-Sugajski, Hellen Zhang

Members Absent: Chelssee De Barra, Filipp Gleyzer, Kathy Zarur

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

1. **SPARCKle Minutes:** What is the worst financial decision that you've made?

2. **GENERAL FUNCTIONS**

2.1. **Call to Order**

Committee Tri-Chair Mustafa Popal called the regular meeting to order at 2:18 p.m.

3. **ACTION ITEM(S)**

3.1. **Approve Agenda**

A motion was made by Will Minnich and seconded by Clair Yeo-Sugajski to approve the September 10, 2026 meeting agenda. The motion carried.

3.2. **Approve Minutes**

A motion was made by Will Minnich and seconded by Andy Murillo to approve the May 14, 2026 meeting minutes. The motion carried with three abstentions.

4. **DISCUSSION/REPORT**

4.1. **Welcome New Members and Introductions**

Committee members introduced themselves to the group.

4.2. **New Members Orientation and Q&A**

Committee Tri-Chair Ingrid Vargas provided an orientation on the Strategic Planning and Resource Committee (SPARC), covering integrated planning, the committee's charge, and its role within Skyline College's participatory governance model. Ingrid explained that SPARC is one of seven constituent committees that make recommendations to the College Governance Council. She outlined SPARC's membership composition and its key

responsibilities, including developing the Education Master Plan and monitoring and making recommendations regarding Fund 1 allocations. Ingrid emphasized the importance of member responsibilities, highlighting the need for open communication with constituents, alignment with the College mission, and accurately representing constituent perspectives through active solicitation of input and feedback.

Following the presentation, Committee Tri-Chair Mustafa Popal facilitated a question-and-answer session with committee members, with the winners to receive a free coffee from Mustafa.

The [Orientation Slides](#) can be found on the SPARC website.

4.3. SPARC Lessons Learned and Tips for New Members

More seasoned committee members shared their wisdom to new members. Tips and recommendations included:

- Repetition of information is valuable for ensuring clarity and understanding across the committee
- Don't be afraid to ask questions
- The committee would benefit from additional structure and clearer task delineation
- The Academic Senate President serves as Tri-Chair in accordance with the Academic Senate's legal charge under Title V Education Code, which designates this committee as a space for the Academic Senate and faculty to make formal recommendations on matters within their purview

4.4. Skyline Budget Literacy for SPARC

Committee Tri-Chair and Vice President of Administrative Services Debra Glenn presented on budget literacy, covering Skyline's budget structure, Fund 1 overview, and the FY27 site allocation. Debra explained that fund accounting separates budget activity by source and that many District resources carry legally-binding restrictions on use. She introduced the FOAP structure (Fund, Organization, Account, Program) used in budget tracking and reviewed the Budget and Accounting Manual (BAM) classification system.

The District's primary funding comes from Fund 1 (general unrestricted) and Fund 3 (restricted grants and categorical funding). Expenditures by function are allocated as follows: Instruction at 55.6%, Student Services at 37.9%, and Administration at 6.5%. Fund 1 totals \$291.6 million, derived primarily from local property taxes, and carries restrictions prohibiting use for student aid, grants, books, or meals. Fund 1 covers employee compensation adjustments including COLA, long service increments, and benefit cost increases. Skyline's Fund 1 allocation for FY27 is approximately \$64 million.

[The Budget Presentation slides](#) can be found on the SPARC website.

4.5. What did you always want to know about SKY Finances (but were afraid to ask)?

Committee members broke into small groups to discuss questions about Skyline's finances and budget. The following themes emerged from their discussions:

Reserve Funding and Overall Financial Health

- What does it mean that the District has reserve funding?
- Are we strapped for money or well-supported by tax dollars?

Understanding Fund Distinctions and Applications

- How do Fund 1, Fund 3, and SMCCCD Foundation funds differ in their purposes and restrictions?
- What specifically can Fund 1 be used for compared to Fund 3, with concrete examples?
- Which fund covers expenses such as furniture, food, and state funding?

Connection Between Funding and Student Support

- How does Fund 1 directly support students and their needs, with specific examples?
- How do FTE student support allocations work in relation to the College mission?
- Why were certain student-focused programs cut when funding appeared available in previous years, particularly in relation to Fund 3 and basic needs support?

Budget Transparency and Decision-Making

- Why were certain programs eliminated, such as transportation programs?
- Why is notice sometimes short for budget changes?
- What caused changes in laptop allocation and other recent budget adjustments?

Meeting Format

- Committee members requested continued presentations with dedicated time for questions and participation.

5. NEXT REGULAR MEETING

The next regular SPARC meeting will take place on October 8, 2026.

6. ADJOURNMENT

There being no additional agenda items, the meeting was adjourned at 4.00 p.m.