Minutes of Strategic Planning and Allocation of Resources Committee
Held on March 24, 2016
Building 6, Room 6-203

Chairs:
Eloisa Briones, Kate Williams Browne, Aaron McVean

Members Present:
Wissem Bennani, Eric Brenner, Luis Escobar, Kathleen Feinblum, Mike Fitzgerald, Nina Floro, Angélica Garcia, Chris Gibson, Flipp Gleyzer, Michelle Hawkins, Barbara Lamson, Nena Darwin (on behalf of David Martinez), Sarah Perkins, Jesse Raskin, Linda Whitten, Soodi Zamani

Members Absent:
Kathy Fitzpatrick, Jonathan Gonzalez, Mary Gutierrez, Melissa Komadina, Evan Leach, Dino Nomicos

Resource:
Belinda Chan (Recorder), Judy Hutchinson (Recorder), Zahra Mojtahedi, Karen Wong

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1. GENERAL FUNCTIONS

1.1 Call to Order
Aaron McVean called the regular meeting to order at 2:17 p.m.

1.2 Approval of Agenda
Eloisa Briones made a request to add a business item to the agenda. Kate Williams Browne made a motion and moved by Luis Escobar to approve and adopt the March 24, 2016 agenda as amended. Motion carried unanimously.

1.3 Approval of Minutes
Barbara Lamson made a motion and moved by Jesse Raskin to approve January 28, 2016 minutes as written. One abstention made and motion carried unanimously.

2. DISCUSSION/ ACTION ITEMS

2.1 Recommendation of Definition of Student Success
Due to lack of clear definition of the student success at the College and the District, a draft definition has been developed. It is defined that student success entailed four key indicators (academic achievement, student persistence, degree and certificate completion, and transfer achievement) and other less tangible outcomes, such as holistic learning and development. See Appendix I for details.

Chris Gibson made a motion and moved by Eloisa Briones to adopt and recommend the definition of student success to College's participatory governances.

2.2 Recommendation of IEPI Framework of Indicators and Goals
The Institutional Effectiveness Partnership Initiative Advisory Committee requires college to develop, adopt, and post a framework of indicators. After reviewing the existing data, below are the proposed goals. See Appendix II for details.

1. Success course completion: rate set at 70% (10-year average is around 70%)
2. Audit findings: defer to the District's recommendation
3. Required college choice: rate set at 42% degree/transfer completion rates for unprepared students (Colleges may choose among completion rates of ENGL, MATH, ESOL, and Remedial courses, but the Planning, Research, and Institutional Effectiveness (PRIE) decided to review and set benchmark at the Remedial courses completion rate due to the other areas have been reviewed through Student Equity Plan and College Success Initiative.)
4. Optional college choice: opt not to post (information has already been included in Balanced Scorecard)

Linda Whitten made a motion and moved by Mike Fitzpatrick to adopt and recommend the IEPI Framework of Indicators and Goals to College's participatory governances.

2.3 Recommendation of Integrated Planning and Budget Cycle

The Integrated Planning and Budget Cycle calendar, detailed and simplified a multi-year planning and budget cycle in form of diagram. Once adopted and approved from the College's participatory governances, the planning and budget calendar will be shared on Skyline College's Website. See Appendix III for details.

Sarah Perkins made a motion and moved by Jesse Reskin to adopt and recommend the Integrated Planning and Budget Cycle chart to College's participatory governances.

3. DISCUSSION/ REPORT

3.1 Recommendation of IEPI Innovation Plan

The IEPI Innovation Plan was approved by the College's participatory governances and brought to the SPARC for review. See Appendix IV for details.

The IEPI Innovation Plan identified two areas of focus: Integrated Planning and Resource Allocation Processes and Enrollment Management. Both areas require identifying and purchasing of related software.

4. OTHER BUSINESS – ADDED AGENDA ITEM

4.1 FY 2016/17 Budget for Innovation Fund

Eloisa Briones presented the FY 2016/17 budget for innovation fund, which will be $2.0 million. In 2015/16, Skyline College received $800,000 out of $1.5M for Middle College and SparkPoint. Some of the proposed use of fund include: 1) expenses related to baccalaureate degree program to be launched in Fall 2016, and 2) Summer Scholar Institute Program.

5. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, April 14, 2016 at 2:10 p.m. in Room 6-203.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:43 p.m.

Minutes were approved on April 28, 2016.