



**Minutes of Strategic Planning and Allocation of Resources Committee**  
**Held on September 27, 2018**  
**Held in Building 6, Room 6-203**

**Chairs:**

Jacqueline Honda

**Members Present:**

Belinda Chan (substituting for Barbara Lamson), Michael Fitzgerald, Filipp Gleyzer, Pearl Ibeanusi, Zahra Mojtahedi (substituting for Karen Wong), Nicole Porter, Christine Roumbanis, Bianca Rowden-Quince, Alessandra Zanassi

**Guest Present:**

Bernata Slater

**Members Absent:**

Wissem Bennani, Eloisa Briones, Kathryn Williams Browne, Zachary Bruno, Luis Escobar, Kathy Fitzpatrick, Angélica Garcia, Melissa Komadina, Evan Leach, Leigh Anne Shaw, Jennifer Taylor-Mendoza, Pia Walawalkar, Miranda Wang, *Gabe Saucedo (Spring 2019 only)*

**Resource:**

Paul Cassidy, Belinda Chan (Co-Recorder), Judy Hutchinson (Co-Recorder)

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**1. GENERAL FUNCTIONS**

**1.1. Call to Order**

Jacqueline Honda called the regular meeting to order at 2:13 p.m.

**1.2. Approve Agenda**

Due to lack of a quorum, no action was taken.

**1.3. Approve Minutes**

Due to lack of a quorum, no action was taken.

**2. DISCUSSION/ REPORTS**

**2.1. District 2018/19 Final Budget Update**

Bernata Slater presented the adopted 2018-19 District Final Budget to the Committee. All of the highlighted items were highlighted in the [PowerPoint Presentation](#). For more details, please refer to the [2018-19 Final Budget Report](#).

**2.2. DCBF Update**

Judy Hutchinson provided an update from District Committee on Budget and Finance (DCBF). The DCBF held their first meeting for this fiscal year and reviewed the committees charge and members scope of responsibilities. The DCBF is an advisory body to the District Shared Governance Council and representatives from all three colleges and the District serve on the committee.

There was some discussion regarding extended library hours. The Districtwide pilot program in 2017/18 was discontinued after review of the results. A survey may be needed to learn about the students' usage hours to determine optimum library service hours.

### **3. ANNOUNCEMENT**

#### **3.1. Budget 101 Basics**

Paul Cassidy shared with the Committee that Budget 101 will be incorporated in the SPARC meeting once a month. This 20-minute section on budget will include budget terminology and acronyms, as suggested by Members.

### **4. NEXT REGULAR MEETING**

Next regular meeting will be held on Thursday, ~~October 11, 2018~~ [November 8, 2018](#) at 2:10 p.m. in Room 6-203. [[October 11, 2018](#) and [October 25, 2018](#) meetings were cancelled.]

### **5. ADJOURNMENT**

There being no further business. The meeting adjourned at 3:13 p.m.

Minutes were approved by Members on December 13, 2018.