



Minutes of Strategic Planning and Allocation of Resources Committee
Held on February 28, 2019
Held in Building 6, Room 6-203

Chairs:

Eloisa Briones, Kathryn Williams Browne, Michael Reiner

Members Present:

Zachary Bruno, Luis Escobar, Michael Fitzgerald, Angélica Garcia, Pearl Ibeanusi, Melissa Komadina, Barbara Lamson, Evan Leach, Athena Nazario (Replacing Pia Walawalkar), Sonya Pope, Nicole Porter, Christine Roumbanis, Bianca Rowden-Quince, Gabe Saucedo, Leigh Anne Shaw, Miranda Wang

Members Absent:

Wissem Bennani, Kathy Fitzpatrick, Filipp Gleyzer, Jennifer Taylor-Mendoza

Resource:

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

1. GENERAL FUNCTIONS

1.1. Call to Order and Introduction

Tri-Chair Kathryn Williams Browne called the regular meeting to order at 2:18 p.m.

1.2. Approve Agenda

A motion was made by Barbara Lamson and seconded by Karen Wong to approve the February 28, 2019 Agenda as written. Motion carried unanimously.

1.3. Approve Minutes

No amendment was proposed on the February 14, 2019 Minutes. The February 14, 2018 Minutes were approved as written.

2. DISCUSSION/REPORT

2.1. DCBF Update

Judy Hutchinson provided a brief update on District Committee on Budget and Finance (DCBF) meeting, which was held on February 19, 2019. The DCBF reviewed the SMCCCD Mid-Year Budget Report which was presented to the Board of Trustees at their February 27 meeting. During DCBF, Chancellor Galatolo discussed evolving financial pressures confronting the Colleges and auxiliary revenues, including bookstore operations.

In response, one member observed that the Cafeteria prices pose a challenge for students. Another member asked if the cafeteria Grab & Go, which is part of the Promise program, could be offered to all students. Vice President of Student Services Garcia shared that the college is actively exploring alternatives to offset potential costs of the Grab & Go. Another member noted that homeless students sleep in cars overnight on campus. Angélica Garcia replied that the County, as well as Public Safety, are currently involved with examining potential solutions to this housing problem.

2.2. 2019-20 Fund 1 Early Scenarios

Tri-Chair Eloisa Briones reviewed preliminary funding scenarios for the 2019-2020 Fund 1 Budget. District staff provided a preliminary site allocation total of \$45,570,990, which consists of \$45,133,041 Fund 1 site allocation and \$437,949 in Proposition 30 funds. The 1310 (Hourly instruction) budget was estimated assuming 6,800 FTES and a 530 load goal. In FY 2018-19, division budgets were augmented by \$411,057 using one-time funds, so the intent is to institutionalize these as ongoing funds become available. Overall, projected expenditures will exceed the site allocation by \$733,574. Possible mitigations include utilizing future planned position vacancies from retirements and resignations not immediately filled totaling \$447,000. An additional \$250,000 of savings via the Middle College derived from reimbursements from the high schools for the students who attend. By utilizing these cost reduction measures, the projected operating deficit will be reduced to less than \$36K.

Tri-Chair Briones recapped that in the past 5-6 years, this committee reviewed scenarios by comparing site allocation with projected expenditures. SPARC's emphasis had been to respond to needs for new faculty, classified and sometimes administrator positions. She noted today's scenario will change according to modifications originating at the District or to revisions in planned operations. She will present planned revisions to SPARC with the aim of furnishing the Tentative Budget recommendation in May.

Finally, not included in the site allocation is \$1 million in District Innovation Funds. Tri-Chair Briones initiated an RFP process for Divisions as discussed in a previous meeting. A member brought up the recent cancellation of the Bond project for Building 1 and inquired about proposed renovation work. Tri-Chair Briones noted that Vice-Chancellor of Facilities Jose Nunez and his staff are evaluating the immediate and longer-term needs of faculty and students using Building 1 as the top priority for available bond funds. Tri-Chair Briones encouraged everyone to attend the CIP Open Forum scheduled on March 11, 2019 to hear updates on each of the CIP projects on campus and express any concerns.

Michael Fitzgerald made a motion that SPARC urge CIP to support and communicate to all endeavors to address the needs of Skyline Building 1. Motion to move and approved done.

3. TRAINING

3.1. Comprehensive Program Review (CPR) Training

The Committee was reminded that that role of SPARC on Comprehensive Program Review (CPR) is not to evaluate the effectiveness of a program, but to provide feedback to the presenting programs so that the rationales for their objectives and resource requests are clear. As such, the feedback may help presenting teams to better analyze their programs' overall effectiveness.

After reviewing feedback from SPARC Members, the usage of the rubric for CPR Review Teams to provide feedback is on abeyance. The CPR Review Teams will not be evaluating CPRs, but will provide feedback on CPR prompts through the lens of responses from the assigned CPRs instead, such as if the prompts are redundant or if there are questions needed to be included in the prompts.

But the CPR Review Teams, who will have more knowledge about the assigned programs because they've read their CPRs, can still help engage in appreciative inquiry to the presenting teams, in addition to inquiries from attending managers and other audience members. On the presentation dates, members suggested giving an equal amount of time for questions to the CPR presenting teams.

CPR Review Teams were given 20 minutes to review CPR Prompts as a team.

An updated Comprehensive Program Review (CPR) timeline for SPARC was presented.



ANNOUNCEMENT

No announcement was made.

4. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, March 14, 2019 at 2:10 p.m. in Room 6-203.

5. ADJOURNMENT

There being no further business, the SPARC meeting was adjourned at 4:00 p.m.