

Minutes of Strategic Planning and Allocation of Resources Committee
Held on February 13, 2020
Building 6, Room 6-203

Chairs Present:

Eloisa Briones, Kate Williams Browne, Ingrid Vargas (via Zoom)

Members Present:

Lindsey Ayotte, Zachary Bruno, Luis Escobar, Michael Fitzgerald, Connor Fitzpatrick, Kathy Fitzpatrick, Filipp Gleyzer, Angélica Garcia, Lucy Jovel, Melissa Komadina, Barbara Lamson, Joe Morello, Athena Nazario, Bianca Rowden-Quince, Jennifer Taylor-Mendoza, Karen Wong

Guest(s) Present:

Carla Grandy, Director of Guided Pathways and Comprehensive Redesign

Members Absent:

Wissem Bennani, Morelia Karina Cruz, Sonya Pope, Nicole Porter, Gabe Saucedo, Leigh Anne Shaw, Miranda Wang, Kenyatta Weathersby, Andrea Vizenor, second Social Science/Creative Arts Representative

Resource Persons Present:

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

1. GENERAL FUNCTIONS

1.1. Call to Order

Kate Williams Browne called the regular meeting to order at 2:14 p.m.

2. ACTION ITEM(S)

2.1. Approve Agenda

A motion was made by Kathy Fitzpatrick and seconded by Karen Wong to approve the February 13, 2020 Agenda as written. Motion carried unanimously.

2.2. Approve Minutes

The [January 30, 2020 Minutes](#) were approved as written.

3. DISCUSSION/REPORT

3.1. Guided Pathways Scale of Adaption Plan [presented by Carla Grandy]

The California Community College Chancellor's Office (CCCCO) charges colleges to complete the Guided Pathways Self-Assessment in order to help colleges to evaluate their guided pathways projects. Skyline College began its first submission in 2017 and the third submission is due in March 2020. The draft will be sent to the Board of Trustees (BOT) on Tuesday, February 18, 2020. Interested parties may continue submit feedback to [Carla Grandy](#) before March.

The March 2020 self-assessment report covers four sections: mapping programs to student end goals, helping students choose and enter a program path, keeping students on the path, and ensuring that students are learning. The new components in this report require colleges to identify the resources needed and the barriers.

See [Guided Pathways Essential Practices: Scale of Adoption Self-Assessment](#) slides and [Guided Pathways Essential Practices: Scale of Adoption Self-Assessment planning form](#) for more information.

3.2. Mid-Year Budget Review [presented by Paul Cassidy and Eloisa Briones]

Members are reminded that SPARC is charged with Fund One allocation. In fall 2019, Members voted to distribute new Fund One money. See [October 10, 2019 Minutes](#) for details.

At the February 27, 2020 meeting, preliminary budget scenarios, similar to those seen in fall 2019, will be presented. Members will be given time to discuss the budget scenarios with their constituents prior to voting.

Once the new Fund One dollars for 2020/21 are finalized and the percentage of allocation is determined, Members would like to see how the funding is being used and which positions are being funded. Office of Vice President of Administrative Services will provide the report when it becomes available.

4. ACTION ITEM(S)

2.3. Recommend to Develop Improvement to the current Program Review Process, with particular focus on creating better alignment with the budget-planning calendar. [presented by Kate Williams Browne]

Members did not agree to develop improvement solely on budget focus and reworded the motion to the following:

“Recommend to develop improvement to the current program review process.”

Mike Fitzgerald made a motion to the above revision. All members voted aye on the quoted motion. Motion passed unanimously.

2.4. Recommend a 6-month pause to the CPR calendar at the conclusion of the current cycle, to allow for the calendar realignment and implement of any approved changes to the Program Review Process [presented by Kate Williams Browne]

Members reworded the above listed motion to the following:

“Recommend a 6-month pause to CPR report and presentation at the conclusion of spring 2020 cycle, to allow for implementation of any approved changes to the program review process. Curriculum review will continue on its current cycle.”

Barbara Lamson made a motion to approve the revised version, which was seconded by Lindsey Ayotte. Members voted aye, except for one abstention. Motion carried unanimously.

2.5. Additional motion added [presented by Joe Morello]

Joe Morello made a motion that the Tri-Chairs to come up with some scenarios as to how to proceed with revising the current program review process and timing to recommendation to SPARC, and seconded by Barbara Lamson. All members voted aye on the motion. Motion passed unanimously.

5. ANNOUNCEMENT

No announcement was made.

6. NEXT REGULAR MEETING

Next regular meeting will be held on Thursday, February 27, 2020 at 2:10 p.m. in Room 6-203.

7. ADJOURNMENT

There being no further business, the February 13, 2020 meeting was adjourned at 4:03 p.m.

Minutes were approved by Members on February 27, 2020.