Minutes of Strategic Planning and Allocation of Resources Committee
Held on October 28, 2021
Zoom

Chairs Present:
Lindsey Ayotte, Eloisa Briones, Joe Morello, Ingrid Vargas

Members Present:
Chelssee De Barra, Connor Fitzpatrick, Kathy Fitzpatrick, Ricardo Flores, Filipp Gleyzer, Jessica Hurless, Nancy Kaplan-Biegel, Melissa Komadina, Vivian Paw, Marlon Villalobos, Andrea Vizenor, Russell Waldon, Tina Watts, Kenyatta Weathersby, Karen Wong

Members Absent:
Luis Escobar, Lucy Jovel, Dino Nomicos, Shaun Perisho, Mustafa Popal, Gabe Saucedo

Resource Persons Present:
Paul Cassidy, Belinda Chan (Recorder), Judy Hutchinson, Zahra Mojtahedi

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1. **GENERAL FUNCTIONS**
   1.1. **Call to Order**
   Lindsey Ayotte called the regular meeting to order at 2:14 p.m.

2. **ACTION ITEM(S)**
   2.1. **Approve Agenda**
   A motion was made by Jessica Hurless, which was seconded by Connor Fitzpatrick, to approve the October 28, 2021 agenda for discussion. Ingrid Vargas proposed to move the budget item to the next SPARC meeting. Karen Wong made a motion, which was seconded by Kathy Fitzpatrick, to adopt the amended agenda. Motion carried unanimously.

   2.2. **Approve Minutes**
   A motion was made by Karen Wong, which was seconded by Jessica Hurless, to approve the October 14, 2021 minutes as written. Motion carried unanimously with two abstentions.

3. **DISCUSSION/REPORT**
   3.1. **SPARCkle Minutes**
   The SPARCkle minutes' topic for the day was "What was your dream job as a child?" Members shared in breakout groups and in the chat after rejoining the whole group.

   3.2. **Budget 102: FUN(d) Three**
   This item will be discussed in the next SPARC meeting per amended agenda.

   3.3. **Current Education Master Goals and Metrics**
   Ingrid Vargas provided an overview of the Skyline College Education Master Plan's Goals and Metrics. The three "brutal truths" from the 2018-2023 Education Master Plan and their related data were shared and discussed.

   3.4. **Education Master Plan – Breakout Activity 1**
   Members, in breakout groups, discussed the seven strategic goals that were included in the 2018- 2023 Skyline College Education Master Plan. The breakout activity can be found at the EMP Breakout Activity link.

   Each group's discussion was summarized below:

Group 1: Student Completion

- The changes include: 1. AB 705's impact and 2. the quick pivot to the online learning environment during the COVID -19 pandemic, which created a different learning and teaching opportunity for both students and faculty.
We've made progress in this area with increased degree completion and transfer rates over the past few years.

Group 2: Transformative Teaching and Learning

- Multiple initiatives prior to the pandemic helped students; however, the pandemic prompted a shift to focus on online teaching and pedagogy; to that end, the Center for Transformative Teaching and Learning (CTTL) may play a more central role than before the pandemic to help reshape future teaching and learning styles and modalities.
- It's important to maintain innovative practices and flexibility that emerged during the pandemic.
- The metrics currently used to measure transformative teaching and learning may not necessarily measure progress towards the goal. For instance, the professional development completion rates of faculty may not necessarily have any impact on students' success. Perhaps qualitative measures would be more appropriate.

Group 3: Technology and Facilities

- This goal is important because both technology and facilities support students, as observed during the pandemic. On the other hand, perhaps it's not a goal so much as a means to support the other goals.
- The pandemic has demonstrated the College is resourceful and well equipped with technologies (e.g., Pronto, Panopto, the CRM…).
- The "smart classroom" metric needs refining; what exactly constitutes a smart classroom, or what are the different types?

Group 4: Internationalized Campus Community

- This goal is essential because students need to develop global awareness and cultural competency to function in the 21st Century.
- The political environment has adversely impacted international student enrollment.
- Innovative changes that took place during the pandemic included: 1. former international students switching to the Global Online Learning program, so they could continue their studies with Skyline College in their home countries, and 2. launching the University Credit Program, a program for high school students residing in a foreign country to earn college/university credits in the United States.

Group5: Strong and Effective Community Partnerships

- Strong partnerships with local communities, such as K-12 programs and Middle College, has led to an increase in enrollment and a potential pipeline to Skyline College post- high school.
- The strong workforce programs have provided students internships, reinforcing connections between major programs of study and the workforce. Students could even participate in internships outside the US through remote learning.
- Internships also are connected to meta- majors.
- There is a labor market needs question in the comprehensive program reviews.
- The Strategic Workshop and Partnership Development division has been essential to work toward achieving this goal.

Group 6: Fiscal Stability

- This goal is essential because it helps the College to operate.
- Skyline College has a stable source of funding due to it being community-supported, and HEERF funds also enabled it to weather the pandemic.
- Fund 1 and Fund 3 revenues have grown since the last cycle of the EMP, and the growth has continued even during the pandemic.
  - There has been a 42% increase in Fund 3 (categorical fund) since 2017, which has provided help to students in various ways.

Group 7: Professional Recruitment and Retention

- This goal was included in the last cycle of EMP because it would help the College to have diversity in mind, particularly in hiring. The Equity Training Series was launched at the time the EMP was written.
- Assessment in the actual hiring cannot be measured.
- There could be room for growth in staff professional development.

3.5. Education Master Plan – Breakout Activity 2
Due to lack to time, this item was not discussed. But ideas came up in the Chat such as increasing enrollment, closing equity gaps, supporting effective instruction in multiple modalities (e.g., synchronous online instruction, hi-flex instruction, asynchronous).

4. ANNOUNCEMENT
No announcement was made.

5. NEXT REGULAR MEETING
Next regular meeting will be held on Thursday, November 11, 2021 at 2:10 p.m.

6. ADJOURNMENT
There being no further business, the October 28, 2021 meeting was adjourned at 4:00 p.m.