



**Minutes of Strategic Planning and Allocation of Resources Committee
Held on September 8, 2022
Zoom**

Chairs Present:

Lindsey Ayotte, Joe Morello, Ingrid Vargas

Members Present:

Chelssee DeBarra, Luis Escobar, Connor Fitzpatrick, Kathy Fitzpatrick, Ricardo Flores, Chris Gibson, Jessica Hurless, Nancy Kaplan-Biegel, Wendy Lee, Liz Llamas, Vivian Paw, Shaun Perisho, Mustafa Popal, Jonathan Scott, Kenya Weathersby, Karen Wong, Win Shwe Yee

Members Absent: Filipp Gleyzer, Lucy Jovel, Melissa Komadina, Ellen Murray (on leave), Dino Nomicos, Gabe Saucedo, Tina Watts, Russell Waldon

Resource Persons Present:

Paul Cassidy, Judy Hutchinson, Zahra Mojtahedi (recorder), Becky Threewit (recorder)

1. SPARCKle Minutes: The SPARCKle minutes agenda item question was “what is your least favorite texture?”

2. GENERAL FUNCTIONS

2.1. Call to Order

Lindsey Ayotte called the regular meeting to order at 2:24 p.m.

3. ACTION ITEM(S)

3.1. Approve Agenda

A motion was made by Mustafa Popal and seconded by Jessica Hurless to approve the September 8, 2022 meeting agenda. Motion carried unanimously.

3.2 Approve Minutes

A motion was made by Chris Gibson and seconded by Connor Fitzpatrick to approve the August 25, 2022 meeting minutes. Motion carried unanimously.

4. DISCUSSION/REPORT

4.1. New Members Orientation:

Committee Chair Ingrid Vargas led an orientation for the new members of SPARC. Ingrid reviewed the committee charge, the committee’s place within the college structure and participatory governance, a breakdown of its representatives in terms of constituents, and member responsibilities. Ingrid’s presentation can be viewed [here](#).

4.2. Budget 101:

Committee Resource Person Paul Cassidy led a discussion on “budget 101,” orienting the committee on the basics of the college budget. Paul provided details on Fund 1 site allocation, money that originates from county tax payers. Paul also touched on the other unique Fund categories and their respective impact within the college budget and went into some detail regarding the meaning of the acronym FOAP: Fund-Org-Account-Program, used in budgeting operations within the district. Lastly, Paul provided details regarding the SMCCCD tentative budget. Paul’s presentation can be viewed [here](#).

4.3. Tentative Adopted Budget & Implications for Skyline College:

Committee Chair Joe Morello went into greater detail about the difference between the tentative and adopted 22-23 budget. Revenue and expenses should ideally balance. Revenue from property taxes, enrollment fees, and interest all went down and expenses for utilities and salary commitments based on the total compensation formula went up from the approval of the tentative budget in May to the approval of the adopted budget in September. This reduction in revenue and increase in expenses may result in a slightly tighter annual budget and is consistent with the SPARC recommendation for a roll forward budget for the FY 22-23 year. More detailed tentative budget information can be viewed [here](#).

NEXT REGULAR MEETING

The next regular meeting will take place on Thursday, September 29, 2022.

5. ADJOURNMENT

A motion was made by Nancy Kaplan-Biegel and seconded by Mustafa Popal to adjourn the meeting. The meeting was adjourned at 3:48 p.m.