



**Minutes of Strategic Planning and Allocation of Resources Committee
Held on November 10, 2022
Zoom**

Chairs Present:

Lindsey Ayotte, Joe Morello, Ingrid Vargas

Members Present:

Lorraine DeMello, Chelssee DeBarra, Luis Escobar, Connor Fitzpatrick, Kathy Fitzpatrick, Chris Gibson, Nancy Kaplan-Biegel, Melissa Komadina, Liz Llamas, Ellen Murray, Dino Nomicos, Vivian Paw, Shaun Perisho, Mustafa Popal, Jonathan Scott, Kenyatta Weathersby, Russell Waldon, Miranda Wang, Karen Wong,

Members Absent: Kevin Corsiglia, Ricardo Flores, Filipp Gleyzer, Jessica Hurless, Lucy Jovel, Melissa Komadina, Liz Llamas, Gabe Saucedo Tina Watts, Win Shwe Yee

Guests: Wendy Lee, Bernata Slater, Vinicio Lopez, Cassidy Ryan-White

Resource Persons Present:

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

1. SPARCKle Minutes: The SPARCKle minutes agenda item question was “Would you rather give up brushing your hair or your teeth.”

2. GENERAL FUNCTIONS

2.1. Call to Order

Lindsey Ayotte called the regular meeting to order at 2:12 p.m.

3. ACTION ITEM(S)

3.1. Approve Agenda

A motion was made by Nancy Kaplan-Biegel and seconded by Karen Wong to approve the November 10, 2022 meeting agenda. Motion carried unanimously.

3.2 Approve Minutes

A motion was made by Ellen Murray and seconded by Karen Wong to approve the October 27, 2022 meeting minutes. Motion carried unanimously.

4. DISCUSSION/REPORT

4.1. Resource Allocation Task Force Update:

Committee Chair Joe Morello provided a brief update on the Resource Allocation Task Force.

The committee met to review the current resource allocation model, though no definitive



changes were made. Ideas for improvements will be discussed at the next meeting in early December.

4.2. SMCCCD Adopted Budget:

Committee guest Bernata Slater, Chief Financial Officer for the district, presented on the 2022-23 adopted budget. Highlights included that the 22-23 budget is balanced, property taxes are projected to increase by about 8.3%, and that funding has been set aside to support Strategic Plan Initiatives. Bernata provided an overview of the budget details, including budget guidelines, state budget details, adopted budget assumptions, and 22-23 budget initiatives and summary. Looking ahead, important budget considerations include property taxes, enrollment, insurance, auxiliary operations, COVID impact, and inflation. Details from Bernata's presentation can be viewed [here](#).

4.3. Resource Allocation Model Overview:

Committee guest Bernata Slater, Chief Financial Officer for the district, presented a summary of the FY22-23 adopted budget resource allocation model overview. Bernata shared a budget sheet which shows a balanced budget with \$223M in revenue and expenses for the district. The revenue is provided and the district allocates that revenue, starting with operational costs such as insurance, utilities, and software. Once those expenses are accounted for, the remainder is distributed amongst the colleges. Skyline College has slightly more need than revenue, so adjustments were made to accommodate those needs, leaving Skyline College with \$55.8 million budget allocation—still an increase from last year's budget. For more detail regarding the resource allocation model, click [here](#).

4.4. FTEF Allocation Committee Report:

SPARC Committee guests Vinicio Lopez and Cassidy Ryan-White joined the committee to present on FTEF Allocation Committee Report. Cassidy provided an update for the FTEFAC Committee membership. There were sixteen division faculty requests from Counseling, BEPP, ASLT, STEM, SS/CA, and SPWD. FTEFAC final rankings can be viewed [here](#). Recommendations will go to CGC for approval on November 16. Future FTEFAC priorities include developing a rubric to utilize during presentations and establishing an FAQ summary for positions.

4.5. EMP Division Meeting Report Outs:

Committee members shared out on the details of their visits to division meetings regarding Education Master Plan updates.

- Karen Wong and Miranda Wang reported that many people needed time to process the goals, having had little exposure to the EMP.

- Mustafa Popal reported a positive reception to the goals and an engaged group.

- Jessica Hurlless reported that many had never heard of the Education Master Plan, thus, the division meeting was more centered on learning what the EMP was, rather than reviewing its content.

- Liz Llamas reported an engaged and knowledgeable group with encouraging ideas.

- Zahra Mojtahedi reported a positive interaction with the SESP division, though they also expressed interest in more time to review the EMP and goals.

4.6. EMP Update:

Committee Chair Ingrid Vargas provided an EMP update, including the implementation of a website dedicated to EMP work. While the goals are set, the strategies surrounding the goals are still open to recommendations and changes. Ingrid presented objectives and strategies visioning provided for each goal during the leadership summit. You can view the visioning exercise and Ingrid's presentation [here](#).

NEXT REGULAR MEETING

The next regular meeting will take place on Thursday, December 8, 2022.

5. ADJOURNMENT

There being no more agenda items, the meeting was adjourned at 3:53 p.m.