

**Minutes of Strategic Planning and Allocation of Resources  
Committee Held on August 31, 2023  
Via Zoom**

**Chairs Present:**

Lindsey Ayotte, Joe Morello, Ingrid Vargas

**Members Present:**

Chris Collins, Kevin Corsiglia, Lorraine DeMello, Luis Escobar, Elian Fontanilla, Chris Gibson, Lucy Jovel, Nancy Kaplan-Biegel, Melissa Komadina, Liz Llamas, Rod Magbual, Ellen Murray, Dino Nomicos, Vivian Paw, Shaun Perisho, Cassidy Ryan, Leigh Anne Shaw, Gavin Townsley, Miranda Wang, Kenyatta Weathersby, Karen Wong, Alice Yang, Hellen Zhang

**Resource Persons Present:**

Paul Cassidy (recorder), Judy Hutchinson, Zahra Mojtahedi

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**1. SPARCKle Minutes:** The SPARCKle minutes agenda item question was “What would you do with \$3 million in lottery winnings and how might it change your life?”

**2. GENERAL FUNCTIONS**

**2.1. Call to Order**

Lindsey Ayotte called the regular meeting to order at 2:16 p.m.

**3. ACTION ITEM(S)**

**3.1. Approve Agenda**

A motion was made to approve the August 31, 2023 meeting agenda. Motion carried unanimously.

**3.2 Approve Minutes**

A motion was made to approve the May 11, 2023 meeting minutes. Motion carried unanimously.

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**4. DISCUSSION/REPORT**

**4.1. New Members Orientation:**

Topics included the Committee’s charge, how committee deliberations intersect with College budget and financial decision-making. The primary recommendations that the Committee considers and recommends to College Governance Council were discussed. Committee’s role in participatory governance and how Committee members report SPARC activity to their constituencies and garner feedback on behalf of their constituencies for the Committee was also reviewed.

[Click here](#) to view the presentation materials.

**4.2. FY23/24 Budget Update:**

SPARC Tri-Chair and Vice President of Administration Joe Morello provided an overview of the FY23/24 Budget. Context for previous recommendation for a “roll-forward” budget that does not increase nor decrease budget for coming year except for salary and benefit cost-of-living-adjustments (COLA). Budgetary factors and sources of uncertainty included the implementation of *Senate Bill 893*, the State of CA budget deficit and postponement to October 2023 for filing, looming possibility of recession combined with continued higher than normal inflation posed a degree of budgetary risks for the College. College expenses are increasing at a faster rate than the County tax revenue which provides the basis for College funding.

[Click here](#) to view the presentation materials.

**4.3. Education Master Plan Update**

SPARC tri-chair Ingrid Vargas provided an update and review of the Education Master Plan that was approved by the Board of Trustees on June 28, 2023. She pivoted the Committee to consider next steps in implementing the plan. Next steps included strategy implementation lead assignments, resource allocation review, and EMP strategies and activity prioritization.

[Click here](#) to view the presentation materials.

**4.4. SPARC Meetings/Member Expectation (Break-Outs)**

A Committee members went into break-out rooms to consider the best ways to utilize committee time. Member feedback included: more transparency with how budget requests are prioritized and incorporated into the annual budget; more guidance on how resources are allocated at the College; how and which personnel may be accountable for executing specific items in the Ed Master Plan; how to better incorporate student perspectives into Committee deliberations.

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**NEXT REGULAR MEETING**

The next regular meeting will take place on Thursday, September 14, 2023.

**5. ADJOURNMENT**

There being no further business, meeting was adjourned at 3:34 p.m.