

**Minutes of Strategic Planning and Allocation of Resources Committee Held
on October 10, 2024**

Zoom: <https://smccd.zoom.us/j/89715478630>

Chairs Present: Joe Morello, Cassidy Ryan, Ingrid Vargas

Members Present: Kadae Aung, Lorraine DeMello, Luis Escobar, Zaid Ghori, Elizabeth Llamas, Ellen Murray, Gavin Townsley, Nancy Kaplan-Biegel, Vivian Paw, Chris Watters, Phillip Williams, Karen Wong

Members Absent: Kevin Corsiglia, Chris Gibson, Rod Magbual, Dino Nomicos, Hellen Zhang

Guests Present: Peter Fitzsimmons, Judy Hutchinson

Resource Persons Present: Paul Cassidy, Zahra Mojtahedi, Becky Threewit

1. SPARCKle Minutes: There were no SPARCKle minutes.

2. GENERAL FUNCTIONS

2.1. Call to Order

Cassidy Ryan called the regular meeting to order at 2:14 p.m.

3. ACTION ITEM(S)

3.1. Approve Agenda

A motion was made by Karen Wong and seconded by Nancy Kaplan-Biegel to approve the October 10, 2024 meeting agenda. Motion carried unanimously.

3.2 Approve Minutes

A motion was made by Cassidy Ryan and seconded by Ingrid Vargas to approve the September 12, 2024 meeting minutes. Motion carried unanimously.

4. DISCUSSION/REPORT

4.1. SMCCD Adopted Budget FY2024-2025:

Peter Fitzsimmons, Interim Chief Financial Officer, provided an overview of the SMCCD adopted budget for FY2024-2025 presented to the community and the Board of Trustees on September 11, 2024. Budget highlights include that the 2024-2025 budget is balanced, property taxes are projected to increase 5.75%, funding is set aside to support community priorities, and the budget reserve is in compliance with Board Policy. Peter's presentation included budget principles, the state budget, adopted budget assumptions, initiatives to support students and the community, PERS and STERS rates impact on SMCCCD, and more. Details of the [adopted budget presentation](#) can be found in the presentation slides available on the SPARC website.

4.2. Update FTEFAC and Non-Faculty position requests for 2024-2025:

Committee Tri-chair Joe Morello shared position request documents with the committee. Joe showed both full-time faculty position requests, with actual hires and retirements/resignations; and Classified and Management position requests, showing position prioritization and budget details. The [position request documents](#) can be viewed on the SPARC website.

Joe also reviewed the [2024-25 ALUR requests list](#), also available on the SPARC website.

4.1. EMP Update

Committee Tri-chair Ingrid Vargas provided an update on the Education Master Plan. Ingrid included a review of the EMP creation process, including the development of goals, strategies and activities. EMP implementation is a community-wide endeavor and each member of the President's Cabinet has assumed responsibility for ensuring progress toward one of the six goals. Cabinet members provide progress updates at SPARC meetings each semester. More detail on accountability for the EMP goals can be viewed on the [EMP presentation slides](#).

The EMP was the focus of the 2024 Management Council retreat, with emphasis on progress and prioritization. Two goals were emphasized for AY2024-2025: EMP goals one and five. A community-wide workshop on goal five, "Foster a thriving learning and work environment," is to be held during the Institutional Effectiveness Committee meeting on October 28.

Ingrid opened the floor up for comments and questions.

NEXT REGULAR MEETING

The next regular meeting will take place on Thursday October 31, 2024.

5. ADJOURNMENT

The meeting was adjourned at 4:01 p.m.