

**Minutes of Strategic Planning and Allocation of Resources Committee Held  
on March 13, 2025**

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

**Chairs Present:** Joe Morello, Jessica Truglio, Ingrid Vargas

**Members Present:** Kadae Aung, Jose Cartegena, Lorraine DeMello, Lauren Ford, Eric Imahara, Vivian Paw, Roger Perez-Vaughn, Gavin Townsley, Erric Torres, Kenyatta Weathersby, Phillip Williams, Hellen Zhang

**Members Absent:** Chris Collins, Kevin Corsiglia, Rika Yonemura-Fabian, Chris Gibson, Nancy Kaplan Biegel, Elizabeth Llamas, Roderick Magbual, Chris Watters

**Resource Persons Present:** Paul Cassidy, Zahra Mojtahedi, Becky Threewit, Karen Wong

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1. **SPARCKle Minutes:** The committee discussed San Francisco baseball.
  2. **GENERAL FUNCTIONS**
    - 2.1. **Call to Order**

Committee Tri-chair Jessica Truglio called the regular meeting to order at 2:15 p.m.
  3. **ACTION ITEM(S)**
    - 3.1. **Approve Agenda**

A motion was made by Lauren Ford and seconded by Gavin Townsley to approve the March 13, 2025 meeting agenda. The motion carried unanimously.
    - 3.2 **Approve Minutes**

A motion was made by Gavin Townsley and seconded by Lauren Ford to approve the February 27, 2025 meeting minutes. Motion carried unanimously.

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#### 4. DISCUSSION/REPORT

##### 4.1. SMCCCD – Skyline College Tentative Budget Update

Committee Tri-chair Joe Morello provided budget updates for the Federal, State, and District levels.

**Federal:**

No changes have been reported since our last SPARC meeting regarding the availability or receipt of federal resources. The status remains unchanged.

**State:**

At the state level, February revenue numbers have not yet been released. Historically,

April is the largest month for state revenues, but this year's figures will be affected by the recent fires in Los Angeles. Residents in the impacted counties have until October 15, 2025, to file their 2024 tax returns, which means next year's state budget will rely more heavily on assumptions. Although we are a community-supported district, approximately 20% of our operating budget comes from state resources. The state's primary revenue sources—payroll taxes, sales taxes, and capital gains—are expected to fluctuate, with recent stock market trends likely leading to a decline in capital gains revenue, which would negatively impact overall state funding. These developments will continue to be monitored.

**District:**

Regarding SMCCCD, the latest tentative budget update for FY 2025-26 at Skyline College was reviewed. A negative adjustment of \$570,067 was recorded in Step 6 due to the transfer of revenue and associated expenses for Study Abroad and the Passport Office from Skyline College to the District Office. While this adjustment reduces base revenues, the corresponding reduction in expenses will result in a net zero impact. Study Abroad serves all three district colleges, and the Passport Office remains a community-facing service tied to Study Abroad. The Step 6 adjustment is applied at the district level, though Skyline College advocated for resources to remain at the college while distributing expenses among the other colleges and the District Office. At this time, a negative adjustment is still anticipated in Step 7, and the situation will continue to be closely monitored.

Please contact [Joe Morello](#) with any questions.

#### **4.2. Accreditation Standard 3 Introduction**

Committee resource person Paul Cassidy provided an introduction to ISER Standard 3, which deals with Infrastructure and Resources. The committee briefly reviewed all substandards under Standard 3 before breaking into groups to more closely review and provide feedback for substandards 3.4, 3.5, 3.6, and 3.7.

#### **4.3. Accreditation Standard 3 Review**

Committee members broke into groups to review and provide feedback for substandards 3.4, 3.5, 3.6, and 3.7. After an hour of review, members reconvened to share their

findings and discussions with the full committee. The PRIE office will incorporate SPARC committee edits into the next version of the ISER.

**NEXT REGULAR MEETING**

The next regular meeting will take place on Thursday, March 27, 2025.

**5. ADJOURNMENT**

There being no additional agenda items, the meeting was adjourned at 3:47 p.m.