Skyline College

Minutes of the Strategic Planning and Resource Allocation Committee
Held on April 24, 2025
Zoom: https://smccd.zoom.us/j/89715478630

Chairs Present: Joe Morello, Ingrid Vargas

Members Present: Chris Collins, Kevin Corsiglia, Lorraine DeMello, Lauren Ford, Chris Gibson, Eric Imahara, Nancy Kaplan-Biegel, Elizabeth Llamas, Roderick Magbual, Vivian Paw, Roger Perez-Vaughn, Gavin Townsley, Eric Torres, Chris Watters, Phillip Williams, Hellen Zhang

Members Absent: Kadae Aung, Jose Cartagena, Will Minnich, Kenyatta Weathersby, Rika Yonemura-Fabian

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

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1. **SPARCkle Minutes:** Committee members chatted while waiting for quorum.

2. **GENERAL FUNCTIONS**
   2.1. Call to Order
      Committee Tri-chair Joe Morello called the regular meeting to order at 2:20 p.m.

3. **ACTION ITEM(S)**
   3.1. Approve Agenda
      A motion was made by Hellen Zhang and seconded by Gavin Townsley to approve the April 24, 2025 meeting agenda. The motion carried unanimously.

   3.2 Approve Minutes
      A motion was made by Lorraine DeMello and seconded by Gavin Townsley to approve the April 10, 2025 meeting minutes. Minutes were approved with one correction to the previous minutes and one abstention.
      Correction: The April 10, 2025 minutes were amended to reflect that Nancy Kaplan-Biegel abstained from the vote to approve the previous meeting's minutes. The April 10, 2025 minutes have been updated to reflect the correction.

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4. **DISCUSSION/REPORT**

   4.1. College Technology Plan Draft

      Committee guest and Dean of Academic Support and Learning Technologies, Dr. Torria Davis, presented the College Technology Plan draft. The plan will be broad, adaptable, and flexible in order to meet the college's evolving technology needs.

During the presentation, Dr. Davis reviewed the feedback received from various constituent groups, including the Academic Senate, Cabinet, SPARC, Management Council, Classified Senate, SEEED, and Associated Students. Feedback covered a range of topics, including requests for expanded technology training and support, clarification of committee structure and governance processes, improvements to Wi-Fi access and technology security, and a stronger emphasis on equity throughout the plan. Additional edits were made to ensure that all constituent groups saw their needs reflected in the document, and to align the college plan with recent updates to the District Technology Plan. The revised draft incorporated these changes, including enhanced language promoting equity and student access. Dr. Davis's presentation slides can be found on the SPARC website.

Following the presentation and discussion, SPARC members were asked to vote on recommending the draft College Technology Plan to CGC for adoption.

5. **ACTION ITEM**

   College Technology Plan Draft

   A motion was made by Hellen Zhang and seconded by Rod Magbual to approve the draft Skyline Technology Plan. The motion carried.

6. **DISCUSSION/REPORT**

   6.1. SMCCCD - Skyline College Tentative Budget Update

   Committee Tri-chair Joe Morello gave a Tentative Budget update for the college. Projected revenues are slightly ahead of expectations. The Governor's proposed May Revision is expected to be released the Monday after the upcoming SPARC meeting, and it is anticipated that state revenues will continue to meet projections. Joe indicated that the cost-of-living adjustment (COLA) associated with the Proposition 98 guarantee is projected to be around 2.4%. However, economists remain cautious, indicating that unforeseen factors, such as national policies like tariffs, could affect projections.

   Another national policy under discussion, the Budget Reconciliation Act currently moving through Congress, could have a significant impact on state funding,

particularly concerning Medicaid. Approximately 75% of California's state Medicaid funding comes from the federal government, and proposed cuts to this funding could result in a substantial gap in the state budget—potentially as much as $6 billion. This shortfall would likely need to be addressed at the state level, either by raising funds or reducing services.

In terms of the local budget, updates were provided on the resource allocation model, which has seen some positive movement, with a $1.3 million increase in baseline projections. However, fluctuations due to board decisions, particularly concerning a 3% application to CIP, have caused some changes in the model. The net effect is positive but still uncertain as there are likely to be further adjustments in the coming weeks. The budget increase currently stands at about 2.23% of the total budget. Regarding the next steps, the proposal for the tentative 2025-2026 budget will follow the typical process of rolling forward the previous year's budget. V.P. Morello's presentation materials can be found on the [SPARC website](#).

6.2. Participatory Governance Handbook - Progress Update and Discussion

Committee Tri-chair Ingrid Vargas provided an update on the college Participatory Governance Handbook. Ingrid provided an overview of the evolution of the participatory governance structures in California community colleges, explaining that the current handbook is outdated (last updated in 2012) and needs revisions to reflect current practices.

The compendium of committees, which listed current committee membership, was discontinued because it was difficult to maintain, required ongoing updates, and became quickly outdated. Committee chairs struggled to provide timely updates to the President's office, and it was decided by former President Moreno to discontinue its use. SPARC members voiced their interest in returning to something like a digital compendium—a one-stop place where all committees and their meeting times are listed.

Dean Vargas explained that the goal is to improve the website and create a detailed handbook that outlines not just committee structures but also decision-making

processes. Ingrid discussed the scope of the new handbook and the need to make decisions about its format, level of detail, and how it will be used. Ingrid shared examples of other colleges' governance handbooks, suggesting that members review these documents and answer a set of questions to help guide decisions about the structure of the new handbook. Committee members took time to review the documents and reconvened to share their thoughts and feedback.

Key takeaways from committee members included a strong preference for a digital, clickable format over static PDFs**,** streamlining content to make the handbook manageable and avoiding redundancy, clear and concise flow charts and explanations of how decisions are made, and improving engagement and participation in governance, especially among underrepresented groups. Ingrid's presentation slides can be found on the SPARC website.

NEXT REGULAR MEETING
The next regular meeting will take place on Thursday, May 8, 2025.

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