

**Minutes of the Strategic Planning and Resource Allocation Committee****Held on February 26, 2026****Zoom: <https://smccd.zoom.us/j/89715478630>****Chairs Present:** Paul Cassidy, Ingrid Vargas, Cassidy Ryan**Members Present:** Michelle Amaral, Chris Collins, Jose Cartegena, Kevin Corsiglia, Chelssee DeBarra, Lorraine DeMello, Katie Hern, Eric Imahara, Nancy Kaplan-Biegel, Michael Kane, Liz Llamas, Andy Murillo, Roger Perez-Vaughan, Jiaxuan Qiao, Bianca Rowden-Quince, Eric Torres, Gavin Townsley, Monique Ubungen Wardell, Chris Watters, Phillip Williams, Clair Yeo-Sugajski, Kenyatta Weathersby, Hellen Zhang**Members Absent:** Lauren Ford, Filipp Gleyzer, Albin Lee, Will Minnich, Vivian Paw**Resource Persons Present:** Rebecca Threewit (recorder), Karen Wong**1. SPARCKle Minutes: What was your favorite part of the Olympics?****2. GENERAL FUNCTIONS****2.1. Call to Order**

Committee Tri-Chair Cassidy Ryan called the regular meeting to order at 2:15 p.m.

**3. ACTION ITEM(S)****3.1. Approve Agenda**

A motion was made by Monique Ubungen-Wardell and seconded by Cassidy Ryan to approve the February 26, 2026 meeting agenda. The motion carried.

**3.2. Approve Minutes**

A motion was made by Gavin Townsley and seconded by Nancy Kaplan-Biegel to approve the January 29, 2026 meeting minutes. The motion carried.

**4. DISCUSSION/REPORT****4.1. Education Master Plan Inventory**

Committee members discussed ways to create a comprehensive inventory of the many EMP-related activities and initiatives throughout the College. The idea of asking managers to report on their respective areas rose to the top, and Tri-chair Ingrid Vargas offered to bring it to Management Council. The proposal would request that managers and deans report on activities within their departments that align with EMP goals. If reporting at the division or area level is not sufficient, the committee may also consider sending a survey to programs or departments to gather additional information. Once the inventory and reporting are complete, the current status and progress on EMP goals will be communicated to the college community.

## 4.2. Education Master Plan Implementation Examples and Recommendations

Committee members reconvened following breakout group discussions and shared reflections on the Education Master Plan (EMP) goals, including examples of implementation and recommendations for improvement.

### *Goal 1 – Be an antiracist and equitable institution*

- Committee members highlighted efforts to develop shared definitions and practices around equity, including the Learning and Equity Growth Series (LEGS), which has helped establish a common equity language and strengthen the college's ability to serve disproportionately impacted students.
- The group also discussed a commitment to move away from a traditional 0–100 grading scale as part of equity-centered instructional practices.

### *Goal 3 – Ensure that all students have the support and resources needed to achieve their educational goals*

- Expansion of Zero Textbook Cost (ZTC) initiatives was identified as a positive example of advancing affordability and access for students.

### *Goal 5 – Foster a thriving learning and work environment*

- Members noted that access to professional development funding can be challenging due to procedural barriers, which sometimes discourages participation or leads employees to cover costs personally.
- Concerns were also raised that the time-intensive nature of CPR processes may affect employee workload and morale.
- Participants observed that flexibility, autonomy, and respect can vary significantly by department and supervisor, prompting discussion about whether a more consistent values framework is needed.

### *Goal 6 – Ensure fiscal stability to support the College mission and maintain public trust*

- Concerns were raised about the potential tension between fiscal constraints and efforts to foster a thriving work environment under Goal 5.
- Finance and Operations Manager Paul Cassidy provided context regarding the business office's procedural requirements and the rationale behind certain administrative processes.

### *General Reflections on EMP Implementation*

- Members suggested beginning implementation efforts earlier in the planning cycle and considering a more focused set of goals to better align resources with priorities.
- The group discussed the need to reduce siloed work across departments and explore ways to share ideas and successful practices more broadly.
- Questions were raised about how implementation is monitored and followed up over time, as well as the overall purpose and scope of the EMP.
- Some members reflected on the inclusiveness of the previous EMP process and considered whether the next iteration should narrow its focus to a smaller number of targeted initiatives.

- The committee also discussed the possibility of using proposed EMP activities as a guide and identifying a select number of initiatives for focused attention.

Subsequent meetings will focus on reviewing the proposed activities to determine whether they can help identify priority areas for attention and improvement.

#### **5. NEXT REGULAR MEETING**

The next regular SPARC meeting will take place on Thursday, March 12, 2026.

#### **6. ADJOURNMENT**

There being no additional agenda items, the meeting was adjourned at 3:30 p.m.

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