

## Minutes of the Strategic Planning and Resource Allocation Committee

Held on May 14, 2026

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

**Chairs Present:** Debra Glenn, Ingrid Vargas, Cassidy Ryan

**Members Present:** Michelle Amaral, Lindsey Ayotte, Nancy Kaplan-Biegel, Jose Cartegena, Chris Collins, Kevin Coriglia, Chelssee DeBarra, Lorraine DeMello, Lauren Ford, Eric Imahara, Michael Kane, Albin Lee, Liz Llamas, Andy Murillo, Roger Perez-Vaughan, Jiaxuan Qiao, Bianca Rowden-Quince, Eric Torres, Gavin Townsley, Kenyatte Weathersby, Phillip Williams, Karen Wong, Clair Yeo-Sugajski

**Members Absent:** Filipp Gleyzer, Katie Hern, Will Minnich, Vivian Paw, Monique Ubungen Wardell, Chris Watters, Hellen Zhang

**Resource Persons Present:** Paul Cassidy, Zahra Mojtahedi, Rebecca Threewit (recorder), Karen Wong

**Guests Present:** Carol Hernandez

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1. **SPARCKle Minutes:** What are your summer plans?

2. **GENERAL FUNCTIONS**

2.1. **Call to Order**

Committee Tri-Chair Cassidy Ryan called the regular meeting to order at 2:12 p.m.

3. **ACTION ITEM(S)**

3.1. **Approve Agenda**

A motion was made by Michael Kane and seconded by Nancy Kaplan-Biegel to approve the May 14, 2026 meeting agenda. The motion carried.

3.2. **Approve Minutes**

A motion was made by Michael Kane and seconded by Albin Lee to approve the April 9, 2026 meeting minutes. The motion carried.

4. **DISCUSSION/REPORT**

4.1. **VPI Annual Report**

Vice President of Instruction, Carol Hernandez provided an Annual Report for the Office of Instruction, including its seven instructional divisions, staffing updates, and key themes identified across division annual reports. Common challenges included staffing shortages, increased compliance requirements, as well as space and facility constraints, modality

balancing, equity gaps, and the impact of AI on instruction.

Carol highlighted shared accomplishments across divisions, including expanded Zero Textbook Cost (ZTC) and Open Educational Resources (OER) pathways, growth in equity-focused programming, increased student support efforts, growth in internships and community partnerships, continued curriculum innovation, and several notable student and program achievements. She also shared updates on faculty hiring, classroom refresh projects, and efforts to streamline operational processes and improve scheduling systems.

Looking ahead, the Office of Instruction identified shared goals around stabilizing staffing, strengthening student success and equity outcomes, aligning curriculum with workforce and state requirements, optimizing scheduling and instructional modalities, and continuing investments in infrastructure, facilities, labs, and classroom technology. Instructional leadership will also engage in strategic planning for the 2026–27 academic year.

[Carol's presentation slides](#) can be found on the SPARC website.

#### **4.2. VPSS Annual Report**

Vice President of Student Services Lauren Ford provided an Annual Report for the Student Services Division, including its three primary areas: Counseling, Advising and Matriculation; Enrollment Services and Support Programs; and Equity and Student Support. She shared updates on recent organizational changes, including shifts in program oversight, leadership transitions, and ongoing growth within the division.

Lauren reviewed key Student Services goals related to increasing data capacity, advancing anti-racist practices, and promoting a thriving learning and work environment. She also highlighted major accomplishments across Student Services, including the hiring of permanent deans, the reopening of Building 2, improvements to enrollment and graduation processes, expanded financial aid and scholarship support, the launch of a part-time Promise Scholars cohort, and continued student support through programs such as

SparkPoint, Project Change, TRiO, EOPS, and Learning Communities.

The presentation included an overview of prioritized resource requests across Student Services, including ADA accommodations, financial aid staffing, retention and data support, learning community infrastructure, and Jumpstart programming.

Looking ahead, Student Services plans to focus on long-term strategic planning, improving processes and data systems, strengthening collaboration across divisions, and cultivating a culture of care, collegiality, and student-centered support.

[Lauren's presentation slides](#) can be found on the SPARC website.

#### **4.3. Tentative Budget Approval**

SPARC recommends a tentative roll-forward Fund 1 budget (no increases or decreases other than customary Step & COLA). A motion was made by Lindsey Ayotte and seconded by Roger Perez-Vaughan to approve the action. The motion passed unanimously.

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

The next regular SPARC meeting will take place in the Fall 2026 semester.

#### **6. ADJOURNMENT**

There being no additional agenda items, the meeting was adjourned at 3:50 p.m.