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| <b>STRATEGIC PLANNING COMMITTEE &amp; BUDGET<br/>COMMITTEE MEETING AGENDA &amp; MINUTES<br/>(DRAFT)</b> | <b>WEDNESDAY, DECEMBER 3,<br/>2025<br/>2:30 PM – 4:00 PM<br/>SSV236</b> |
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**TYPE OF MEETING:** SPC & BC Meeting  
**NOTE TAKERS:** Megan Aceves  
**PLEASE REVIEW/ BRING:** Agenda, Minutes, and Supporting Documents

**Strategic Planning and Budget Committee Members:**

|                 |                      |                                     |                         |
|-----------------|----------------------|-------------------------------------|-------------------------|
| Hal Huntsman*   | Rebecca Farley *     | Shami Brar                          | Kathy Bakhit            |
| Idania Padron   | Lauren Elan-Helsper* | Alejandro Guzman                    | Jill Zimmerman *        |
| Dianne Knippel  | Pamela Ford *        | Kent Moser * (By Proxy David Adams) | Windy Franklin-Martinez |
| Jenelle Paul *  | Sarah Schneider *    | Kevin North                         | Veronica Sirotzki       |
| Suzanne Olson * | Michael Carey        | Linda Parker *                      | Marissa Latuno          |
| Rod Schilling * | Cephus Landreth      | Marvin Guzman                       | Daniel Conner *         |
| Noe Flores *    | James Nasipak        |                                     |                         |

**Guests:**

|           |  |  |  |
|-----------|--|--|--|
| Jim Firth |  |  |  |
|           |  |  |  |

**Vacant**  
 Academic Affairs (CMSA); Director, IR (CMSA) Faculty Union; Academic Senate: CTE/Vocational Faculty  
 Classified: Academic Affairs; Classified: ITS

**Ex-Officio**  
 Jennifer Zellet (Superintendent/President)

| AGENDA ITEMS  | PERSON(S) RESPONSIBLE | ISSUES DISCUSSED /ACTION ITEMS   |
|---|-----------------------|--|
| <b>INFORMATION/DISCUSSION ITEMS:</b>  |                       |  |
| I. Approval of SPC Minutes for Meetings on September 3, 2025, October 8, 2025 and November 12, 2025 | All                   | The committee did not approve since quorum was not met.  |
| II. Opening Comments from Co-Chairs   | Hal                   | <p>The group opened with a casual exchange about holiday gatherings and upcoming time off.</p> <p>Hal shared that the budget update will be postponed because Shami is out.</p> <p>Rebecca provided several updates:</p> <ul style="list-style-type: none"> <li>• Vision Align Reporting is moving forward. The team is tracking activities, spending and support across 12 student groups.</li> <li>• The ATD Dual Enrollment assessment is in progress.</li> </ul> |

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|  |          | <p>Coaches plan to meet with partners in February.</p> <ul style="list-style-type: none"> <li>• Midyear campus updates will go to the Board of Trustees to show progress on institutional priorities.</li> <li>• An ESA midyear update will take place in San Jose, where the team will report out, meet with coaches and bring information back. Two projects are highlighted, one from Student Services and one from Academic Affairs.</li> <li>• HEADS, CCSSE and SEN reports are due. Results are expected at the end of the spring term. CCSSE will include a faculty observation piece, with faculty notified by the president. Observations will be random.</li> <li>• Save the date: Celebrate AVC Day on Friday, May 8, 2026.</li> </ul> <p>Grant updates:</p> <ul style="list-style-type: none"> <li>• The federal TAP grant has a requested one-year extension and we are waiting for a response.</li> <li>• National K12 completed its tier-one report.</li> <li>• Two federal grants were submitted last week, one focused on AI training and faculty support, and another expanding the aerospace program.</li> <li>• The college received 100k over the next couple of years for a staff and student worker mentorship program that matches participants with mentors online.</li> </ul> |
| III. Review and revisions of AP 2510, applicable to SPBC | All      | CCC has not had a chance to look at our proposal for committee composition and approve. Once approved, we can send out notice to the constituent groups. Terms will also be a component as terms will be reflected  |
| IV. Budget Update  | Shami    | Tabled to subsequent meeting.   |
| V. Subcommittee Activation                               | Hal; All |   |
| VI. Non-agendized discussions.                           | All      | Clarify meeting dates. 2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday of every month, with a few exceptions due to holidays.   |
| <b>Upcoming Meetings:</b>                                |          |   |

