



STRATEGIC PLANNING COMMITTEE & BUDGET COMMITTEE MEETING AGENDA & MINUTES (DRAFT)	WEDNESDAY, NOVEMBER 12, 2025 2:30 PM – 4:00 PM CEDAR HALL 206
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TYPE OF MEETING: SPBC Meeting
NOTE TAKERS: Megan Aceves/ Amanda Azevedo
PLEASE REVIEW/ BRING: Agenda, Minutes, and Supporting Documents

Strategic Planning and Budget Committee Members:

Hal Huntsman *	Rebecca Farley *	Shami Brar	Rod Schilling *
Cephus Landreth	Marvin Guzman	Jim A. Firth	Angela Musial
James Nasipak*	Pamela Ford*	Kent Moser	Windy Franklin-Martinez
Jenelle Paul	Sarah Schneider *	Kevin North *	Veronica Sirotzki
Suzanne Olson*	Michael Carey	Linda Parker *	Marissa Latuno
Daniel Conner*	Jill Zimmerman *		

Guests:

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

Ex-Officios
 Jennifer Zellet (Superintendent/President) Shami Brar (VP of Administrative Services)*
 Kathy Bakhit (VP of Academic Affairs) * Idania Padron (VP of Student Services)*
 Lauren Elan Helsper (VP of People, Culture & Talent) * Alejandro Guzman (Exec. Director of Marketing) Rebecca Farley
 (VP of Equity and Student Achievement)*

AGENDA ITEMS	PERSON(S) RESPONSIBLE	ISSUES DISCUSSED /ACTION ITEMS
INFORMATION/DISCUSSION ITEMS:		
I. Opening Comments/Announcements from the Co-Chairs	Chairs	There were no comments or announcements from the Chairs.
II. Equity Plan Update	Chairs; All	Dr. Farley presented the Equity Plan Executive Summary, prepared to meet new legislative requirements and soon to be posted on the District website. She highlighted student survey results, Achieving the Dream feedback, and the shift to identifying all disproportionately impacted groups. Male students showed the most consistent impact, followed by Black and Hispanic students, first-generation students, and foster youth.

		<p>The plan adds a race-conscious framework. Page 9 outlines the reporting schedule, including updates, surveys, and town halls, along with key strategies to close equity gaps.</p> <p>The budget reflects three years of Equity and Student Achievement Funds. The District receives about \$6.2M annually and is now aligned with its allocation. This budget does not include supplemental funding for Umoja, Puente, A2Mend, and other affinity programs.</p> <p>The appendix outlines the equity funding request process. Committee members noted the report focuses only on ESA seed funding, not the broader campus investments supporting equity work.</p>
<p>III. Vision Aligned Reporting (VAR)- Purpose and Deadlines)</p>	<p>Chairs; All</p>	<p>Dr. Farley introduced the new Vision Aligned Reporting system from the Chancellor’s Office, which replaces the current MIS structure. The first report is due in December 2025 and is expected to shape how colleges document student support, outcomes, and equity-related work.</p> <p>Committee members noted that some students, including undocumented students, have raised concerns about increased tracking and how their information will be used.</p> <p>She explained that colleges have taken on a wide range of support services in recent years, and the Chancellor’s Office has not had a reliable way to capture or understand that workload. VAR is intended to close that gap so the state can more accurately assess needs and develop legislative support.</p> <p>The development of VAR has been a collaborative, cross-divisional effort, with substantial work from PCT, IT, and other operational teams.</p>
<p>IV. Strategic Enrollment Management (SEM) Academy- AVC Participation, projects, and timelines</p>	<p>Chairs; All</p>	<p>Dr. Bakhit introduced the Strategic Enrollment Management initiative and the SEM flyer used to guide her presentation. She explained that SEM is a campuswide effort aimed at strengthening access, retention, and completion through coordinated, data-informed strategies.</p> <p>She highlighted examples such as a call center model designed to provide timely support, and then outlined AVC’s three SEM focus areas: building predictive analytics and dashboards, developing outreach and communication plans, and expanding noncredit programs.</p> <p>She noted that AVC’s participation in the statewide SEM Academy will support this work, and that SEM coaches will meet with the campus virtually on Friday morning. The session is open to anyone who would like to join.</p>

V. Budget Update	Shami; All	The Budget Update was tabled.
VI. SPBC Membership	Chairs; All	<ul style="list-style-type: none"> • Hal presented 3 membership proposals; focus on AP2510 alignment. • VPs critical for planning, budgeting, and diverse input; SPBC is advisory only. • Co-chairs should be VP level; include Director of Facilities. • SPBC meets for strategic planning; Budget Council may meet separately. • Constituent groups elect representatives. • Proposal: <ul style="list-style-type: none"> ○ Follow AP2510 with modifications ○ VPESA as Co-Chair, Dean of IERP as member ○ All VPs and executive members as voting members ○ Remove Firth & Musial; continuation requires constituent group approval
VII. Subcommittee Animation	Chairs; All	<ul style="list-style-type: none"> • Subcommittees established per AP2510: Facilities, HR, Finance, Communications, Educational Master Plan, Budget. • Financial and budget discussions tabled; input needed from Shami. • IT Committee added by Dr. Fisher as a subcommittee; recommended to remain. • Communications Committee historically met regularly, chaired by Public Information Office; key for outreach.
VII. Non-agendized Items		

Upcoming Meetings: ~~November 26, 2025~~, December 3, 2025