



STRATEGIC PLANNING COMMITTEE & BUDGET COMMITTEE MEETING MINUTES (DRAFT)	WEDNESDAY, OCTOBER 8, 2025 2:30 PM – 4:00 PM SSV 236
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TYPE OF MEETING: SPBC Meeting
NOTE TAKERS: Stacie Locke and Jerene Kelly
PLEASE REVIEW/ BRING: Agenda, Minutes, and Supporting Documents

Strategic Planning and Budget Committee Members: * In Attendance

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 Olsen
	Michael Carey	Linda Parker *	Marissa Latuno
Daniel Conner *	Jill Zimmerman *		

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, Administrative Services) *
Kathy Bakhit (VP, Academic Affairs)	Idania Padron (VP, Student Services) *
Lauren Elan Helsper (VP, People, Culture & Talent)	Alejandro Guzman (Exec. Director, Marketing)
Rebecca Farley (VP, Equity and Student Achievement) *	

AGENDA ITEMS	PERSON(S) RESPONSIBLE	ISSUES DISCUSSED /ACTION ITEMS
INFORMATION/DISCUSSION ITEMS:		
I. Opening Comments/Announcements from Co-Chairs	Chairs	It was noted that there was low attendance and a lack of quorum. Standing meeting cadence set to Wednesdays going forward; Thanksgiving week exception flagged. Confusion from Outlook “cancellation”/ghost invites likely impacted attendance. Action Items: Send an email to the full roster confirming the standing schedule and correcting calendar invites.
II. Review and Discussion of Equity Plan Process; Time to Contribute Input	Chairs; All	Equity Plan now expands from 5 to 17 indicators. Writing is collaborative: content owners contribute; ESA will harmonize voice for submittal. Added focus areas include Comprehensive Ed Plans, Guided Pathways, Financial Aid administration, DSPS, EOPS/CARE/CalWORKs, NextUp / Foster Youth, Veterans, Justice-impacted students, Low-income adults, Credit for Prior Learning, Strong Workforce/Perkins, and Transfer (with an elevated emphasis). Campus feedback to focus on strategies from each unit’s sphere of influence (e.g., hubs/events steering students to FA/counseling; workshops; messaging). Action Items:

		<ul style="list-style-type: none"> - Circulating QR/form link - Members submit feedback on at least 1–2 indicators tied to their area
III. Review and Discussion of 1 st Quarter Progress on the 2025-2026 Strategic Priorities	Chairs; All	<p>The President requested Q1 updates on: (1)</p> <ul style="list-style-type: none"> - Enrollment/FTES - Transfer-level math & English in year 1 - Job placement - Community engagement. Seeking a concise, recurring format to share progress with the Board and campus (ideas: one-page infographic, living web page, brief slide deck/newsletter). <p>Action Items: Submit unit Q1 highlights via QR/form (same collection window); propose preferred reporting.</p>
IV. SPBC Goals for 2025-2026	Chairs; All	<p>Previously adopted committee goals for the year were displayed (no quorum—no changes).</p> <p>Action Items: Keep on the agenda for periodic check-ins.</p>
V. SPBC Membership	Chairs; All	<p>Reviewed three draft membership proposals (plus “do nothing”):</p> <ul style="list-style-type: none"> - Prop 1—adds VP/IR representation; - Prop 2—reduces duplicate executive roles; - Prop 3—balanced model (e.g., 4 Admin / 4 Faculty / 4 Classified / 4 Students) with role-based—not title-locked—appointments. <p>Discussion covered: AP 2510 alignment; specify roles vs. named titles (flexibility as org charts change); ensure representation from critical operational areas while keeping SPBC focused on planning (operational work via subcommittees). No vote (no quorum).</p>
VI.SPBC Sub-Committees	Chairs; All	<p>Action Item: Tabled until next meeting</p>
VII. Non-agendized Items		<p>Action Item: Tabled until next meeting</p>
Upcoming Meetings:		
<p>Wednesday, 10/22, 2:30 - 4 pm, in Cedar Hall 206 (note new location) Wednesday, 11/12, 2:30 - 4 pm, in Cedar Hall 206 Wednesday, 11/26, 2:30 - 4 pm, in SSV 236 OR Wednesday, 12/3, 2:30 - 4 pm, in SSV 236 Do not expect to meet on both 11/26 and 12/3, but we have both dates saved; the committee will decide which date to meet.</p>		