

**Santa Barbara City College
College Planning Council
Tuesday, December 10, 2013
3:00 – 4:30 p.m.
A218C**

Minutes

PRESENT:

L. Auchincloss, President, CSEA
P. Bishop, VP, Information Technology
P. Butler, Chair, Planning & Resources Committee
R. Else, Sr. Director, Institutional Assessment,
Research & Planning
P. English, VP, Human Resources
J. Friedlander, Executive VP, Ed Programs
E. Katzenson, AS President
J. McPheter, Classified Staff Representative
M. Medel, Supervisor Bargaining Unit
K. Monda, Academic Senate Representative
K. Neufeld, President, Academic Senate
K. O'Connor, Academic Senate Representative
C. Salazar, Classified Staff Representative
J. Sullivan, VP, Business Services
L. Vasquez, VP, Academic Senate
D. Watkins, Managers Group Representative

GUESTS:

R. Byrne, Athletics
L. Stark, Instructors' Association
J. Zavas, Asst. Controller

ABSENT:

L. Gaskin, President

1.0 CALL TO ORDER

Kenley Neufeld chaired the meeting in Dr. Gaskin's absence.

2.0 ANNOUNCEMENTS

3.0 INFORMATION ITEMS

3.1 Replacement of Budgeted Positions – P. English

Ms. English reported that she had two budgeted positions that were being replaced through reassignment; she deferred until agenda item 4.3.

4.0 DISCUSSION ITEMS

4.1 Facilities, Planning & Campus Development - Review – J. Hendricks (Att. 4.1)

Ms. Hendricks referred to Attachment 4.1, Facilities, Planning & Campus Development during her presentation. She reviewed the five categories included in the document: Work Orders and Minor Maintenance, Infrastructure and Scheduled Maintenance, Major Maintenance and Facility Improvement, Capital Improvement or New Construction, and Program Review. Ms. Hendricks agreed to add a bulleted item to the Request or Need Determination Process category of Infrastructure and Scheduled Maintenance indicating work identified through a work order. Discussion of category E, Program Review, followed the presentation. Ms. Hendricks reported that she identifies the category into which each request is channeled. She noted that Program Review requests are routed according to the nature of the request; if the request does not fall into normal maintenance and repair, it is placed in the Program Review category. She further noted that it is helpful to have a deadline for such requests. Ms. Hendricks stated that after requests are categorized into Program Review, they are submitted to CPC for ranking. Ms. Hendricks agreed to add information in the document pertaining to where a listing of current facilities requests and projects can be found, such as the Facilities website.

4.2 ACCJC Follow-Up Report from the Accreditation Task Force: First Reading – R. Else (Att. 4.2)

Mr. Else requested that the Council and Council members' constituents read the report and email him recommendations.

4.3 Reduction in State Allocation for the Non-Credit Student Success and Support Program (SSSP) Allocation (formerly called the Non-Credit Matriculation Program) for 2013-14 and Anticipated Additional Reductions in 2014-15: First Reading – J. Friedlander (Att. 4.3)

Dr. Friedlander reported on the reduced SSSP allocation budget and the options to stay within the new budget allocation. He noted that in anticipation of the budget reduction, a temporary contract counselor currently supported by the SSSP allocation will not be hired as full time with benefits starting next year. He further noted that Pat English has identified vacant positions for two of the three reduced positions in non-credit impacted by this budget reduction. One of the vacant positions is an 11 month position and the non-credit employee transferring into it is a 12 month employee. Therefore, Dr. Friedlander requested that the Council approve \$5000 (one month's salary and benefits) needed to backfill the position, which will begin January 6, 2014.

M/S/C (Bishop/Monda) to approve \$5000 needed to backfill one month of employee salary and benefits for an 11 month employee transferring to a 12 month position. Discussion ensued.

M/S/C (O'Connor/Auchincloss) to move the agenda item to action. All approved the motion to approve \$5000 needed to backfill one month of employee salary and benefits for an 11 month employee transferring to a 12 month position.

5.0 ACTION ITEMS

5.1 Ranking Resource Requests: Second Reading – P. Butler

M/S/C (Butler/O'Connor) to approve ranking only those resource requests identified as priority one (1) in all categories by departments. All approved.

- 5.2 Grant Funded Staff Positions: Second Reading – P. English
M/S/C (Butler/O'Connor) to approve the procedure by which a permanent staff position associated with a grant must come to CPC for approval before acceptance of the grant. All approved.

Following discussion, it was agreed, with regard to the issue of a grant's impact on the college, to follow the model proposed by the District Technology Committee to determine the impact of grants on programs and departments before the Program Review deadline. It was requested that reports on the impact of grants on college resources be presented to CPC.

- 5.3 Establishment of an Institutional Effectiveness Committee: Second Reading – J. Friedlander
This agenda item was tabled until the next CPC meeting on February 4, 2014.
- 5.4 Educational Master Plan: Second Reading – R. Else (Att. 5.4)
M/S/C (Bishop/Sullivan) to approve the Educational Master Plan. All approved.
- 5.5 Prioritized Facilities Projects: Second Reading – L. Gaskin (Att. 5.5)
M/S/C (Bishop/Sullivan) to approve the prioritized list of proposed facilities projects as outlined on Attachment 5.5, Future Bond Program – Proposed Projects. All approved.
- 5.6 Intercollegiate Athletics – Women's Water Polo: Second Reading – R. Byrne (Att. 5.6)
M/S/C (O'Connor/Watkins) to approve \$30,000 to fund a Women's Water Polo program to begin fall 2014. All approved.

6.0 ADJOURNMENT

- 6.1 The next regularly scheduled CPC meeting will be held on Tuesday, February 4, 2014 in Room 218C, 3:00-4:30 p.m.