

**SANTA BARBARA CITY COLLEGE  
COLLEGE PLANNING COUNCIL  
May 19, 1998**

**MINUTES**

**PRESENT:** Jack Friedlander, Don Barthelmess, Karolyn Hanna, Lana Rose, Lynda Fairly, Jim Lynn, Anne Cameron (for John Romo), Kathy O'Connor and Bill Hamre

**ABSENT:** Dan Oroz and Charles Hanson

**1.0 CALL TO ORDER**

1.1 The meeting was called to order at 3:05 p.m. by Dr. Friedlander.

**2.0 APPROVAL OF MINUTES**

2.1 Postponed to next meeting on Tuesday, May 26, 1998.

**3.0 ANNOUNCEMENTS**

3.1 Retirements

- 3.1.1 Dave Mead will be retiring at the end of this academic year.
- 3.1.2 Granville Knox has announced his retirement at the end of August 1998.

3.2 Resignations

- 3.2.1 Chrys Chaparro will be leaving the College during June 1998.
- 3.2.2 Cecelia Alvarado, ECE department chair, has announced her resignation.

3.3 New Faculty and Staff

- 3.3.1 There are four new faculty positions that have been filled. Two of the positions are in the English Department; one in Multimedia and Arts; one in Communications. Dr. Friedlander offered a brief biography of the new faculty members.

### 3.4 Grants/Donations

- 3.4.1 Don Barthelmess provided an overview of the \$288,000 Job Development Incentive Training Grant awarded to the Marine Diving Technology Program for ROV training.
- 3.4.2 The U.S. Coast Guard has accepted and agreed to participate in a \$61,000 project to develop and provide a curriculum designed for a U.S. Coast Guard Inspector Program.
- 3.4.3 Vice President Lynda Fairly has applied for two Student Success Grants which, combined, would generate funding of \$99,934.
- 3.4.4 A \$200,000 FIPSE Grant application is pending.

### 3.5 Other

- 3.5.1 An agreement with Cisco is being considered at present. Discussion followed relating to the benefits of this industry-driven training proposal.
- 3.5.2 On a negative note, pre-summer and fall semester enrollments are down considerably (18% for summer and 22% for fall). The current situation can, in part, be attributed to the shortage of affordable local housing available to Santa Barbara City College students, low unemployment and the CalWorks program. Several of the CPC members present expressed the opinion that there is a need to increase the College's marketing campaign and target groups of potential students: 18 to 21 year olds not in school and working adults. In addition to increased advertising, the general sentiment is that both online courses and online registration will help considerably. As a side note, Dr. Friedlander mentioned that he will be meeting with Jane Craven to consider a strategy for implementing the zero-unit lab procedure.

## **4.0 1998-99 BUDGET DEVELOPMENT: Dr. Hanson**

- 4.1 Due to Dr. Hanson's absence, there was no presentation of the 1998-99 budget development at this time.

## **5.0 RECOMMENDATIONS FROM DTC ON NEW AND REPLACEMENT COMPUTERS TO BE PURCHASED WITH 1997-98 FUNDS**

- 5.1 Mr. Hamre distributed handouts and addressed the College's current computer inventory and new computer requests, both of which have been endorsed by the Academic Senate. New computer initiatives which will be taken care of

by grants are not represented in the \$250,000 total. Dr. Friedlander asked that all members of the CPC review these items and plan to vote on the recommended list at the next CPC meeting.

## **6.0 STATUS REPORT ON PROJECT REDESIGN: Mr. Hamre and Dr. Friedlander**

### **6.1 Accomplishments in 1998-99**

- 6.1.1 Mr. Hamre distributed a handout outlining the highlights of project redesign and a discussion followed relating to procedures that would change as of July 1, 1998.
- 6.1.2 Dr. Friedlander provided a synopsis of the Summer 1998 FRC Web Institute project that approximately 20 faculty members will be completing. FIPSE funds are being requested to support development of online courses and evaluate student experiences and accomplishments. The College will also be trying to develop its own syllabus builders based on sound pedagogical principles.

### **6.2 Challenges**

- 6.2.1 Michael Elliott has been hired by the College as a consultant to work with faculty in developing their online instruction courses.
- 6.2.2 As a result of discussion surrounding current accounting and payroll reporting programs, Mrs. Fairly and Dr. Friedlander agreed to present the Council's concerns to the Cabinet at next week's meeting. The primary complaint is pay stubs which are, at best, difficult to interpret.
- 6.2.3 Oracle is merging with Exeter and this in turn has resulted in a change of direction in relationship to the student information systems. Despite the unexpected change, Santa Barbara City College continues to benefit not only from a reduced project cost but from the opportunity to influence the direction of this consortium's project.
- 6.2.4 WEB based delivery is a major redesign influence. The Project Redesign budget (\$100,000) is intended to cover costs associated with paying for Susie Dahlstrom, George Beahan, and George Tamas.
- 6.2.5 There will be an upcoming Instructional Technology presentation at ITC on Friday, May 22, 1998 at 2:45 p.m.
- 6.2.6 The College Conversion Project has been funded for the next year. Funding issues will be discussed at the next CPC meeting.

## **7.0 OTHER**

- 7.1 Ms. O'Connor expressed concern that the WEB committee does not appear to report to a governing body on campus. Dr. Friedlander agreed to discuss this issue with the Cabinet and recommend any necessary changes.
- 7.2 Dr. Hanna distributed a list referring to the Academic Senate's recommendations for input into the state budget planning process that was requested by the Chancellor.

## **8.0 ADJOURNMENT**

- 8.1 There being no further business, the meeting was adjourned at 4:46 p.m.

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cc: Cabinet, Deans/Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, College Information, *The Channels*

**SANTA BARBARA CITY COLLEGE  
COLLEGE PLANNING COUNCIL**

**May 26, 1998**

**MINUTES**

**PRESENT:** Dr. MacDougall, Jack Friedlander, Don Barthelmess, Karolyn Hanna, Lana Rose, Lynda Fairly, Jim Lynn, Charles Hanson, Kathy O'Connor, Bill Hamre, Dan Oroz, Barbra Louis (for John Romo), Bill Cordero and Bob Dinaberg

**ABSENT:** All members present

**1.0 CALL TO ORDER**

1.1 The meeting was called to order at 3:04 p.m. by Dr. Friedlander.

**2.0 APPROVAL OF MINUTES**

2.1 March 10, 1998

*M/S/C: To approve the minutes as submitted (Rose/O'Connor) with one abstention (Hanna)*

2.2 April 21, 1998

*M/S/C: To approve the minutes as submitted (Fairly/Barthelmess)*

**3.0 PLANNING & RESOURCE ALLOCATION ISSUES**

3.1 Overview of Contextual Framework for SBCC Change Initiative and Project Redesign

Dr. MacDougall's presentation focused on Project Redesign which was originally embarked upon with a clear understanding of the College's goals. However, since its inception, a complexity of issues has forced changes to the original plan. A chart outlining both the transformations and the supporting processes of Project Redesign was distributed and an overview provided. Particular note was made of the fact that attention to curriculum, instruction and student goals is foremost in the plan. In terms of student impact and long

range activity for the College, instructional design and delivery is the most significant. The conversion project will cost an estimated \$2.9 million. In order to support the instructional design and delivery methods, the College must develop its Web infrastructure. If this is a flawed plan, then Dr. MacDougall directed the Council to make that decision.

### 3.2 Funding for Infrastructure Needs

The primary challenge associated with infrastructure funding results from the basic need to acquire new equipment while renewing and maintaining the current inventory. Three sources of revenues have been identified as sources to fund the technology infrastructures upgrades: (1) Equipment Replacement; (2) State block grants for technology equipment; and (3) Lottery and/or other revenues from the State such as the Partnership for Excellence Funds. At present, there are two ongoing sources of revenues: State funding (\$560,000) for equipment replacement and the State Lottery. The Lottery revenue, which varies from year to year, started at \$400,000 and is currently at \$600,000. It is recommended that College must keep a reserve that will enable it to maintain equipment replacement needs at such time that funds cease to be forthcoming from the Lottery.

### 3.3 Planning and Resource Strategies for Technology Initiatives

DTC has scheduled a two-day session to refine the college's planning cycle for the acquisition and replacement of technology equipment, the process for planning and approving all major technology initiatives, and the identification of funds to pay for initial and ongoing equipment, facility and stalling requirements associated with new technology initiatives.

### 3.4 Project Redesign 1998-99

#### 3.4.1 Operating Budget

Dr. MacDougall shared a chart of the Project Redesign operating budget and the manner in which grants such as FIPSE have enabled the College to meet its' goals.

#### 3.4.2 Role of Governet

With respect to a prior question posed by the Council, Dr. MacDougall discussed the status of the College's current contract with Governet, and Santa Barbara City College's intention to renew its' contract for at least another year. Governet is represented on campus by George Tamas and George Beahan.

### 3.5 Input Into State Budget Development for 1999-2000

CPC will schedule a meeting to review the status of the attainment of the goals and objectives in the College Plan. Each of the Vice Presidents will be responsible for providing a status report on the attainment of the outcomes in the College Plan for which he or she is responsible. The study to identify and, where needed, develop the measures to be used in assessing the attainment of the goals and objectives in the College Plan needs to be completed. CPC will need to develop the process to be followed in preparing the College Plan for 1999-2001. Dr. MacDougall provided Council members with a copy of a draft letter that was addressed to Chancellor Thomas Nussbaum, with a request for feedback as to whether or not the content is a good representation of SBCC's institutional position.

## 4.0 1998-99 BUDGET DEVELOPMENT

4.1 Dr. Hanson distributed the tentative budget asking that individuals recognize that this is a draft in which the estimates are based on prudent assumptions. Given the anticipated decline in registration for the Fall 1998 Semester (25% less applications and 17% under in fall enrollments) some members of the Council felt that Dr. Hanson's projections may be overly optimistic. During a review of this draft, particular reference was made to the following items:

- \$726,361 is for rehabilitation and the Children's Center
- The \$500,000 deficit is explained in two pages of the attachments
- K-12 has asked for a new formula for calculating COLA
- No growth funds are included for 1998/99 FY
- No utility increases are incorporated (currently maintaining costs and anticipate that deregulation will keep costs down)
- 1% is the equivalent of \$308,000
- Health and Welfare is a projection for the coming contract
- 69% increase in dental insurance costs
- A 2 to 3% increase in medical insurance costs
- Added \$50,000 for faculty substitutes
- The addition of a Web Master position at a cost of \$70,000
- Funding of a replacement position will be required for an additional year for the Administration of Justice/Security Department

## 5.0 OTHER

### 5.1 Athletic Department

Bill Cordero and Bob Dinaberg presented the Council with a request for \$27,000 on behalf of the Athletics Department. These funds would be used to subsidize men's soccer, men's volleyball and women's golf which are currently supported entirely through community fund raising efforts. This discussion included an overview of revenue generated by these sports and the potential loss to the district (\$120,000) should they be eliminated. Lana Rose expressed concern that the Council would consider allocating \$27,000 to keep three sports going yet not support the TAP program. Dr. MacDougall pointed out that the TAP program is not in jeopardy of being eliminated.

*M/S/C: To endorse funding the following three athletic programs at a cost of \$27,400: Men's Soccer, Men's Volleyball, and Women's Golf (O'Connor/Barthelmess): with one abstention (Hanna)*

### 5.2 Institute for Business Assistance Budget

Barbra Louis presented a request on John Romo's behalf for \$2,288 that is needed for the Institute's operating budget. The Institute for Business Assistance falls under the direction of Elye Pitts. Dr. Friedlander offered some historical background on the Institute and its budget. The Council agreed that the request was premature and that further justification is required before a decision can be made. The Council asked that John Romo raise this issue at a future meeting.

### 5.2 Next Meeting

5.2.1 The next meeting will be on July 21, 1998 at 3:00 p.m. in A 218C.

## 6.0 ADJOURNMENT

6.1 There being no further business, the meeting was adjourned at 5:10 p.m.

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cc: Cabinet, Deans/Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, College Information, *The Channels*