

**Santa Barbara City College  
College Planning Council  
Tuesday, March 18, 2014  
3:00 – 4:30 p.m.  
A218C**

**Minutes**

**PRESENT:**

L. Gaskin, Chair, President  
L. Auchincloss, President, CSEA  
P. Bishop, VP, Information Technology  
P. Butler, Chair, Planning & Resources Committee  
R. Else, Sr. Director, Institutional Assessment,  
Research & Planning (non-voting)  
P. English, VP, Human Resources  
E. Katzenson, ASB President (non-voting)  
J. McPheter, Classified Staff Representative  
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  
J. Walker, Supervisor Bargaining Unit  
D. Watkins, Managers Group Representative

**GUESTS:**

A. Curtis, Educational Programs  
B. Partee, Educational Programs  
L. Stark, Instructors' Association

**1.0 CALL TO ORDER**

1.1 Approval of 2/18/14 CPC minutes (Att. 1.1)

**M/S/C (Bishop/Katzenson) to approve the 2/18/14 CPC minutes. 12 approved; Kim Monda and Cindy Salazar were absent at the time of the vote.**

1.2 Approval of 3/4/14 CPC minutes (Att. 1.2)

**M/S/C (Katzenson/Sullivan) to approve the 3/4/14 CPC minutes. 12 approved; Kim Monda and Cindy Salazar were absent at the time of the vote.**

**2.0 ANNOUNCEMENTS**

Dr. Gaskin informed council that Dr. Raul Rodriguez and Dr. Armine Hacopian, members of the Accrediting Commission for Community and Junior Colleges (ACCJC), will be attending the April 1, 2014 CPC meeting as part of the college's accreditation follow-up visit.

Dr. Gaskin announced that an emergency meeting of local law enforcement members, UCSB and SBCC administrators, and Board of Supervisor members took place recently to discuss the increase

in crime in Isla Vista. Dr. Jack Friedlander has been selected to lead an ad hoc task force to explore ideas to address inappropriate SBCC student behavior within the community.

### **3.0 INFORMATION ITEMS**

3.1 Replacement of Budgeted Positions – P. English  
None to report.

3.2 Facility Needs – L. Gaskin

Dr. Gaskin reported that a consultant, the Lew Edwards Group, was hired last year to guide the college in the evaluation of a Prop. 39 bond measure to address the college's facility needs. She informed council that the college has met the Chancellor's criteria to receive state funds for the renovation of the Campus Center. The Governor's 2014-15 proposed budget includes \$20 million in funding for this project. The college is responsible for funding \$10 million of the \$30 million project if the Governor's budget is adopted.

She further reported that a facility vision planner, Pamela Anderson-Brulé of Anderson Brulé Architects, has been hired for a fee of \$40,000 to develop a planning process for the creation of a facility master plan which will include all three SBCC campuses (Main, Wake and Schott). Ms. Anderson- Brulé will meet with selected campus focus groups. Dr. Gaskin also affirmed that open forums will be scheduled for campus input.

Discussion ensued.

### **4.0 DISCUSSION ITEMS**

4.1 Tentative Budget Assumptions Review: First Reading – J. Sullivan (Att. 4.1)  
Joe Sullivan reviewed the budget assumptions for the 2014-15 tentative budget. He referred to the attachment entitled Assumptions Used to Develop the 2014-15 Tentative Budget based on the Governor's budget. Mr. Sullivan announced that the 2014-15 budget will likely change after the May revise of the Governor's budget. Questions and discussion followed.

Dr. Gaskin explained that, with regard to expenditures, the college's funding has not been fully restored and that zero based budgeting adjustments will most likely need to be made in order to meet the college's obligatory expenses.

4.2 Tentative Budget – General Fund Unrestricted Revenues Review: First Reading – J. Sullivan (Att. 4.2)

Mr. Sullivan reviewed the 2014-15 Tentative Budget – General Fund Unrestricted Revenues, as presented in attachment 4.2 of the same title. He noted that the college is expected to receive approximately \$1.8 million more in revenue in 2014-15.

4.3 Program Review: Resource Requests Documentation – L. Gaskin

Dr. Gaskin requested council to document a guide to Program Review that takes into account CPC's role in Program Review and its processes. Volunteers to work on the guide include Kenley Neufeld, Laurie Vasquez, Priscilla Butler, Liz Auchincloss, Paul Bishop, Cindy Salazar, Joyce McPheter, Jason Walker, and Kim Monda. Priscilla Butler

and Laurie Vasquez offered to lead the project and move it forward with the help of the volunteer group. It was agreed to bring the item as a first reading to CPC at the May 6, 2014 meeting.

## 5.0 ACTION ITEMS

- 5.1 Request for \$49,410 from the General Fund to Offset the Reduction in the College's Perkins Grant Allocation That Can Be Used to Support High School Outreach Activities: Second Reading – J. Friedlander

**M/S/C (Monda/Neufeld) to approve the request for \$49,410 from the General Fund to offset the reduction in the college's Perkins Grant allocation. All were in favor.**

- 5.2 Proposed Hourly Staff and Student Pay Rate Changes: Second Reading – P. English (Att. 5.2)

**M/S/C (O'Connor/Walker) to approve the proposed hourly staff and student pay rate changes.**

It was noted that the pay rate changes of 5.88% and 11.11% will impact the college's budget by a total of \$375,000. It was suggested to separate the first proposed pay rate change of 5.88% (June 2014), and revisit the second pay rate change of 11.11% before 12/11/15.

**M/S/C (Neufeld/O'Connor) to amend the motion to separate the proposed hourly staff and student pay rate changes of 5.88% and 11.11%, and only to consider the pay rate change of 5.88% effective 6/11/14. All were in favor of the amended motion.**

- 5.3 Proposal to Offer Two, Six Week Summer Sessions Beginning in 2015 – J. Friedlander  
Dr. Friedlander reviewed the proposal which was introduced to CPC at the December 3, 2013 meeting. Based on feedback from student, faculty and staff, as well as projected FTES and financial growth potential, Dr. Friedlander requested council to approve the establishment of two, six week summer sessions to begin in 2015. A brief discussion ensued.

**M/S/C (Bishop/Sullivan) to approve the proposal to offer two, six week summer sessions beginning in 2015. All approved.**

## 6.0 ADJOURNMENT

- 6.1 The next regularly scheduled CPC meeting will be held on Tuesday, April 1, 2014 in Room 218C, 3:00-4:30 p.m.