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**SANTA BARBARA CITY COLLEGE**  
**College Planning Committee**

December 10, 2013

3:00-4:30 pm

Room A218C

**Agenda**

**1.0 CALL TO ORDER**

**2.0 ANNOUNCEMENTS**

**3.0 INFORMATION ITEMS**

3.1 Replacement of Budgeted Positions – P. English

**4.0 DISCUSSION ITEMS**

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

CPC is being provided an overview of the manner in which facility improvement needs are categorized and tracked within the framework of work orders and minor maintenance, infrastructure and scheduled maintenance, major maintenance and facility improvement, and capital improvement/new construction.

4.2 ACCJC Follow-Up Report from the Accreditation Task Force: First Reading -- R. Else (Att. 4.2)  
Since July 2013, when SBCC was removed from the accreditation warning sanction, the SBCC Accreditation Task Force (ATF) has worked to prepare this Follow-Up report as required by the Accreditation Commission for Community and Junior Colleges (ACCJC). The purpose of the Follow-Up report is to provide evidence that SBCC has indeed achieved full and sustained resolution to the three Commission Recommendations made by the Evaluation Team that visited SBCC in April 2013. This report is presented to CPC for a first reading. The CPC second reading is scheduled for February 4, 2014, with subsequent readings by the Board. The final report is due to the by March 15, 2014. There will also be a follow-up visit by the ACCJC Evaluation Team, probably in late April of 2014.

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)

We have just been informed by the Chancellor's Office that the college's Non Credit Student Success and Support Program allocation for the current year (2013-14) has been reduced by \$170,936 from \$421,330 to \$250,394. This reduction in funding resulted from a combination of changes in the funding formula used to calculate the allocation to support Non Credit SSS Programs and the college's converting its non-enhanced noncredit courses to fee-based offerings. Moreover, since the college converted the remainder of its non-credit non-enhanced state funded classes to fee-based offerings in 2013-14, we anticipate that our Non-Credit allocation for its SSS Program will be reduced an additional 20% (\$34,000) or so in 2014-14.

As a result of this mid-year reduction in this categorically funded program and the additional reductions we anticipate in 2014-15, the district will be taking steps to reorganize its Non Credit Student Success and Support Program so that it is aligned with its state allocation. This plan will be shared with CPC at its next meeting. In the meantime, in order to make-up the shortfall from this mid-year reduction in funding, the district will need to back fill the shortage in funds required to fund this program at the amount we anticipated receiving from the state for the balance of this academic year (up to \$170,963).

The following chart (Att. 4.3) shows the state funding this program has received in the past few years.

## 5.0 ACTION ITEMS

### 5.1 Ranking Resource Requests: Second Reading – P. Butler

At the November 19 CPC meeting, we discussed whether or not only items categorized as number 1 by the originator would be ranked. The committee suggested that we initially keep all items (1, 2, and 3) in for discussion, but that a decision should be made at a later date about whether these will all remain on the list for ranking. If we take action on this today, that can guide the final ranking process. The question is, should we rank all items, or should we only consider 1s in the ranking process? This item was brought before CPC as a first reading at the November 19, 2013 meeting.

### 5.2 Grant Funded Staff Positions: Second Reading – P. English

If a permanent staff position is associated with acceptance of a grant, this needs to come to CPC before the grant is accepted. And, if acceptance of the grant will create a significant impact on any area of the college (i.e. facilities, IT for support of additional technology, the purchase of new equipment), this needs to come to CPC before the grant is accepted. This item was brought before CPC as a first reading at the December 3, 2013 meeting.

### 5.3 Establishment of an Institutional Effectiveness Committee: Second Reading – J. Friedlander

The Administration is proposing the creation of a college-wide Institutional Effectiveness Committee that would function as a CPC sub-committee. This proposed committee would be responsible for analyzing data and making recommendations to CPC on the college's performance on institutional outcome measures. These include student performance on the state report card measures, establish the student outcomes performance standards on the outcome measures required by ACCJC, attainment of the performance measures in the college's Educational Master Plan, the college's measures of institutional effectiveness, student performance on the Institutional Student Learning Outcome measures, and other mandated or college initiated assessments of the institution's performance. This committee would also be responsible for providing input into the creation and establishment of priorities for the college's institutional research agenda. This item was brought before CPC as a first reading at the December 3, 2013 meeting.

**5.4 Educational Master Plan: Second Reading – R. Else (Att. 5.4)**

The First Reading of the Educational Master Plan (EMP) took place at CPC on 12/3/2013. The Integrated Planning Workgroup (IPW) has since reviewed all feedback from the campus-wide (all employee) Survey Monkey survey (29 responses), and from the 12/3 CPC meeting, and either incorporated it into the document, or saved it for input into the next annual EMP review cycle, or for review in relation to other strategic plans such as the Facilities Master Plan or District Technology Plan. Most of the updates to the EMP since the CPC First Reading are corrections of typos and formatting noted in the feedback. The EMP goes next to the Board for First and Second Reading on 1/23/2014 and 2/27/2014. This item was brought before CPC as a first reading at the December 3, 2013 meeting.

**5.5 Prioritized Facilities Projects: Second Reading – L. Gaskin (Att. 5.5)**

Over the course of the fall semester, CPC has been asked to examine the college's major facility needs and establish a priority for inclusion in a possible future bond. The members of CPC consulted with their constituents and registered their priority rankings. These have been compiled in the attached spreadsheet. This item was brought before CPC as a first reading at the December 3, 2013 meeting.

**5.6 Intercollegiate Athletics - Women's Water Polo: Second Reading – R. Byrne (Att. 5.6)**

The proposal to allocate \$30,000 starting in 2014/15 to implement women's water polo as an intercollegiate athletics sport is being brought before CPC for a vote. The addition of this women's team aligns with both the interests of our students and the standards and obligations set forth in Title IX. This is coming to CPC out of sequence in the 2014/15 budget development process because statewide athletic governing bodies have official timelines which dictate that colleges commit to changes/additions to their athletics offerings well in advance of upcoming season of competition. Water polo is a fall sport. This item was brought before CPC as a first reading at the December 3, 2013 meeting.

**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.