



College Planning Council

Lori Gaskin

Chair, President

Liz Auchincloss

President, CSEA

Paul Bishop

VP, Information Technology

Priscilla Butler

*Chair, Planning & Resources
Committee*

Robert Else

*Sr. Director, Institutional
Assessment, Research & Planning*

Pat English

VP, Human Resources

Jack Friedlander

Executive VP, Educational Programs

Elie Katzenson

ASB President

Joyce McPheter

Classified Staff Representative

Kim Monda

Academic Senate Representative

Kenley Neufeld

President, Academic Senate

Kathy O'Connor

Academic Senate Representative

Cindy Salazar

Classified Staff Representative

Joseph Sullivan

VP, Business Services

Laurie Vasquez

Academic Senate Representative

Jason Walker

Supervisor Bargaining Unit

Dan Watkins

Managers Group Representative

SANTA BARBARA CITY COLLEGE

College Planning Council

March 18, 2014

3:00-4:30 pm

Room A218C

Agenda

1.0 CALL TO ORDER

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

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

2.0 ANNOUNCEMENTS

3.0 INFORMATION ITEMS

3.1 Replacement of Budgeted Positions – P. English

3.2 Facility Needs – L. Gaskin

Facility planning includes both project identification and prioritization as well as financial resource development to fund the physical needs of the institution. Over the course of the past year, the college has been engaged in both efforts. CPC recently adopted a prioritized list of much needed facility improvement projects. At the direction of the board, the college engaged with the Lew Edwards Group (LEG) to guide the evaluation of a Prop. 39 local bond measure to address these facility needs. LEG has been assisting the college with strategic planning, support, communications, community educational awareness and associated consulting services. We are currently focused on communication and community education awareness activities which will extend through early summer.

Additionally, at the direction of the Board, the college is engaging in a process which will yield a campus vision master plan that will establish long-term goals and guiding principles associated with space utilization, land planning, connections and circulation within the framework of the site, the regulatory environment, and budget considerations.

4.0 DISCUSSION ITEMS

4.1 Tentative Budget Assumptions Review: First Reading – J. Sullivan (Att. 4.1)

CPC will be presented with the Tentative Budget Assumptions for 2014-15, in accordance with the College's Budget Development Timeline.

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

CPC will be presented with the General Fund Unrestricted Revenues portion of the 2014-15 Tentative Budget, in accordance with the College's Budget Development Timeline.

4.3 Program Review: Resource Requests Documentation – L. Gaskin

To ensure that our planning and budgeting processes are clear to all, it is requested that CPC form an ad hoc work group to develop documentation regarding the process used for resource requests submitted through program review. The goal is to have a simple document that explains the processes used for educational programs equipment, operational equipment, technology, and staffing requests.

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

This is the second reading of the request for \$49,410 from the general fund to offset the reduction in the college's Perkins grant allocation. In past years, the Perkins federal grant allocation to colleges included a separate category of funding to support high school outreach activities. The college has used this allocation to fund 61% of the Dual Enrollment SPA position. The federal government has discontinued funding the special Perkins grant high school outreach program and has folded it at a reduced rate into its Perkins 1C allocation to colleges. As a result of the reduced amount of Perkins grant funds we can allocate to support high school outreach activities, we will need \$34,410 from the general fund to continue paying the full time salary and benefits of the Dual Enrollment SPA position.

Prior to the period of budget reductions, the Dual Enrollment program had \$30,000 in short-term hourly funding in its general fund budget. In an effort to reduce general fund expenditures during this period of significant cuts in state funding, it offered to transfer the expenses of paying \$15,000 for the short-term hourly workers from the college's AB 70 state grant allocation. The state's AB 70 grants to colleges will be discontinued in October, 2014. This request is to restore the \$15,000 that was formerly in the general fund budget to support these essential short-term hourly positions.

The council is being asked to allocate \$49,410 (\$34,410 plus \$15,000) from the general fund beginning in 2014-15 to maintain the staffing levels required to support the Dual Enrollment program.

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

This is the second reading of the proposed hourly staff and student pay rate changes. The item appeared as an information item on the March 4, 2014 CPC agenda. The pay rates for hourly staff and student workers have not been adjusted since July 1, 2009. In response to the increase in the minimum wage effective July 1, 2014, the hourly staff and student worker pay rates will be increased by 5.88% at each level. The minimum wage will be increased again January 1, 2016, which establishes the basis for the second increase in these rates as shown. This second wage increase results in an 11.11% increase at each level.

5.3 Proposal to Offer Two, Six Week Summer Sessions Beginning in 2015 – J. Friedlander

In order to more fully meet the educational objectives of students and to partially recover loss of FTES from reclassifying state funded non-credit courses the state characterizes as "personal

enrichment" to non-FTES community services offerings, and the reduction in the number of FTES that can be claimed for apportionment due to the state's newly enacted restrictions on the number of times a course can be repeated, administration recommends adding a second six-week summer session beginning summer 2015. The results of a student survey revealed that a high percentage of currently enrolled students were likely or somewhat likely to enroll in both summer sessions and in the second summer session if offered. The results of the Academic Senate vote to support this proposal will be shared with the council along with the responses to the student survey and the faculty survey to assess their interest in teaching classes in one or both summer sessions.

At its meeting on December 3, 2013, the council reviewed the proposal to offer a second summer session beginning in 2015. After extensive discussion of this proposal, the council identified a number of issues about the costs, staffing requirements and logistics needed to support offering a second summer session that need to be addressed prior to its making a decision on whether or not to support this proposal. The council asked Jack Friedlander to research the answers to the concerns identified by the council and to report his findings to CPC at its March 18, 2014 meeting. Dr. Friedlander will present the results of his research on the responses to the questions raised by the council.

The council is being asked to support the proposal to begin offering two, six week summer sessions in 2015.

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.