

**Santa Barbara City College**  
**College Planning Council**  
**Tuesday, March 16, 2010**  
**3:00 pm – 4:30 pm**  
**A218C**  
**Minutes**

PRESENT: A. Serban (Chair), I. Alarcon, O. Arellano, L. Auchincloss, P. Bishop, S. Ehrlich, R. Else, J. Friedlander, T. Garey, A. Garfinkel, M. Guillen, K. Molloy, K. Monda, D. Nevins, C. Salazar, J. Sullivan,

ABSENT: None

GUESTS: J. Meyer, K. O'Connor, A. Orozco, A. Scharper, M. Spaventa, L. Stark, L. Vasquez, D. Waggoner

Superintendent/President Serban called the meeting to order.

1. Approval of Minutes from the February 23, 2010 CPC Meeting (attachment)

**M/S/C [Guillen/Nevins] to approve the minutes of the February 23, 2010 CPC Meeting. T. Garey and K. Molloy abstained due to being absent at that meeting.**

#### **Information Items/Announcements**

2. Updated 2009-10 Budget Based on P1 Allocation (attachment)
  - a. VP Sullivan stated that there were no mid-year budget cuts to the college due to the fact that the statewide property tax collections were up 1.5%. There were some adjustments to the FTES reported at P1 enabling us to collect a little more revenue on the distribution of our FTES plus additional funds which will give us a net result of a positive \$363,000 in revenues versus having a minus \$733,362.
3. Due to stronger than expected February revenue receipts, it will not be necessary to defer the March payment to community college districts (attachment)
  - a. Superintendent/President Serban reported from the attachment, which was a copy of the Vice Chancellor for Fiscal Policy Eric Skinner's email, referring to the bill that was passed to defer the March 2010 payment to June and because the state revenues received to date are higher than the state expected, the March payment will not be deferred to June. The other deferments are in place: the January and February payments deferred to June and the June payment deferred to October.

#### **Discussion Items**

4. Budget Development for 2010-11 – continued discussion - Andreea Serban
  - a. Updated budget assumptions (attachment) – Joe Sullivan
  - b. Requests for new equipment (hardware, software, non-technology) and facility improvements not currently scheduled to be funded from Measure V – prioritization from ITC and P&R (attachments)
    - i. Superintendent/President Serban started the discussion about the Equipment and Construction funds saying that because of these funds, we

have a jump start for routine and non-routine equipment requests for 2010 -11. After 2010 – 11 we actually have to continue to transfer money into these funds, otherwise we will not be able to fund any equipment and not maintain the campus. Serban handed out the “Funding Model for Equipment - CPC Feb 23, 2010” reminding the members that the projected balance of the equipment fund (Fund 41) on June 30<sup>th</sup>, 2010 will be \$2.7 million. Serban summarized the information about what was submitted for the 2010-11 budget, by the five areas of the college, in terms of routine equipment and non-routine equipment, plus contingency, plus replacing computers and servers on the 5 yr cycle which totals \$1.7 million needed off the top leaving a balance of \$1 million. Serban stated that the college needs to fund these equipment requests because this is the cost of running the college. Serban explained in further detail what this all means.

- ii. Serban stated that at the next CPC Meeting, March 23<sup>rd</sup>, the action item CPC will take is to formalize the decision that routine, non-routine and computer and server replacement amounts will be funded from the Equipment Fund. Before we fund anything new, we should take care of the regular business of the college. The members continued to discuss their concerns and answer questions to make sure there was a clear understanding.
- iii. Serban stated that we need to transfer to the Construction fund at least the amount required for the minimum ongoing maintenance of the campus which is \$640,000. This will also be an action item at the next meeting.

c. CPC ranking approach

d. Current program requests for general fund support (handout)

- i. Superintendent/President Serban reported from the handout: “Identified Additional Funding Needs for 2010 – 11” stating that this is the comprehensive list created to include all additional programmatic needs and costs such as increase in PERS that we need to consider in building the budget for 2010-11. Some of these expenses are mandatory, others are not and we will need to make a choice. Serban went through the items on the attachment and discussed them. Serban stressed that the only way to fund these items is using our ending balances, since there the incoming revenue is lower compared to prior years due to the state budget cuts – cuts to categorical programs, to the ongoing general revenues due to the workload reduction. The ending balances are our reserves, which will be discussed at our next meeting.
- ii. Superintendent/President Serban stated that the final decision on the funding for the items on this list needs to be made at the April 6<sup>th</sup> CPC meeting.
- iii. Dean Scharper asked about reaching a consensus in terms of the amount of reserves under which we will not go. Serban discussed this and stated that this will be on the agenda for the next CPC Agenda.
- iv. Proposal regarding readers: Academic Senate President Alarcon reported that the Senate had charged the Committee on Teaching and Learning to

review what had been done over the last few years and to look at the criteria. Alarcon summarized the report attachment: Reader Guidelines Updated and Recommendation. Alarcon stated that at the Division Meetings conducted by Superintendent/President Serban this spring, especially the sciences and social sciences areas, we heard that readers are very prominent in people's minds. Dean Scharper reported that former Dean Ullom worked with a number of faculty members using a formula ending up with a budget of \$150,000 that was spread roughly across 104 faculty members who applied for the funds. The application form used in the past is attached. Superintendent/President Serban asked to see the formula that Dean Ullom originated in order to understand the process better. Dean Scharper will forward that formula to her. A lengthy discussion ensued. Academic Senate President Alarcon suggested an Ad Hoc Committee be in place at the end of the academic year to review applications for reader funds for next year. There was further discussion regarding how readers serve the faculty and the students as well as how they would be budgeted.

- v. Proposal from the Committee on non-teaching compensation
- e. Funding decisions for:
  - i. Routine and non-routine equipment requests
  - ii. New equipment and facility improvements identified in program reviews
  - iii. Program requests (i.e., categorical, readers, PSS, etc)
- f. Next steps
  - i. CPC ranking completed at the March 23 meeting
    - 1. Superintendent/President Serban acknowledged the hard work of the P&R Committee and the ITC Committee in completing their rankings. Serban outlined the next steps and everyone participated in discussion about details of conducting the CPC rankings and process for the next meeting.
  - ii. Recommendation on overall level of funding for the various needs identified

Superintendent/President Serban adjourned the meeting.

**Next meetings: Tuesday, March 23, 3:00-4:30pm, A218C; Tuesday, April 6, 3:00-4:30pm, A218C**