

**Santa Barbara City College  
College Planning Council  
Tuesday, December 6, 2011  
2:30 p.m. – 4:30 p.m.  
A218C  
Minutes**

PRESENT:

J. Friedlander, (Chair), Acting Superintendent/President  
I. Alarcón, Past-Pres., Academic Senate;  
O. Arellano, VP, Continuing Education;  
L. Auchincloss, Pres., CSEA;  
P. Bishop, VP Information Technology;  
S. Ehrlich, VP HR &LA  
R. Else, Sr. Dir. Inst. Assessment, Research & Planning;  
J. Englert, ASB President;  
K. Monda, Academic Senate Representative, Chair Planning and Resources Committee;  
K. Neufeld, VP, Academic Senate Rep;

D. Nevins, Academic Senate President;  
K. O'Connor, Academic Senate Representative;  
M. Spaventa, Executive VP Ed Programs;  
J. Sullivan, VP Business Services

ABSENT:

M. Guillen, Classified Staff Rep;  
C. Salazar, Classified Staff Representative

GUESTS:

C. Alsheimer, Instructors' Association (IA);  
L. Vasquez, ITC, Committee

Acting Superintendent/President Friedlander called the meeting to order.

**Approval of the minutes of the November 15, 2011 meeting (Att. 1): 5 minutes**

**M/S/C [Bishop/Monda] to approve the minutes of the November 15, 2011 CPC Meeting as amended.  
All in favor.**

**Announcements/Additions to the Agenda: 10 minutes**

1. Academic Senate's ranking of the 10 positions recommended to be filled this year (Att. 2).  
Dr. Friedlander said that this decision went through a rigorous process. He remarked that it is a sad day in the life of the college when it is not able to replace all of its full-time faculty positions due to reductions in state funding.
2. Most recent revisions to the Student Success Task Force Report (Att. 3). The implications for the college of implementing the Student Success Task Force Recommendations that are likely to be approved by the Board of Governors (based on their hearing of the report at its January meeting) will be discussed with CPC at its February 7, 2012 meeting.
  - a. Dr. Friedlander stated that he brought this item to CPC at this time because the finished draft of recommendations that most likely to be approved by the Board of Governors in January 2012 will have significant implications for the college, particularly in the priority it assigns to offering state-supported non-enhanced non-credit classes. He stated that the Student Task Force's recommendation would be phased in over time. Further discussion took place in regards to the details of the recommendations. The finished document will be brought to the board of governors (BOG) at their January meeting. After discussing some of the details and concern associated with

several of the recommendations, it was decided that CPC should have an extra meeting on Tuesday, January 17, 2012 from 2 p.m. to 4 p.m., a few days after the BOG meeting. At that meeting a chart of the Student Task Force's recommendations approved by the BOGs will be presented to gain clarity and to visualize their implications for the college in planning for fall 2012, spring 2013 and beyond.

3. Update on timeline for conducting the search for the next college Superintendent/President.
  - a. VP Ehrlich reported that the Board of Trustees have engaged a national/international Consulting firm that has set its goal for a decision to be made by mid-May so the new Superintendent/President could be on board by July 1. More details regarding the timeline and the search were discussed.

#### **College Plan: 2012-14: 5 minutes**

1. Complete review of the College: 2012-14. The proposed changes to the objectives to include in the College Plan will be discussed at the February 7, 2011 CPC meeting.
  - a. The College Plan will also be discussed at the January 17, 2012 meeting.
  - b. Discussion followed regarding who will make the final changes to the document and where it will be stored on the computer.

#### **Budget Items: 60 minutes**

1. Program Review and Non-Routine Resource Requests: The total amount of funds required to pay for all the recommended items will be just over \$1.8 million.
  - a. Dr. Friedlander stated that a recommendation to the Board of Trustees to transfer \$1.8M from the general unrestricted fund into the Equipment/Construction Fund will be made at the December 15, 2011 Board of Trustees Meeting to pay for the commitments made last year for this year in Program Review and non-routine resource requests.
  - b. There was further discussion regarding the following:
    1. The process of Program Review and Non-Routine Resource Requests and how CPC will approach the process in the future, including which definitions of routine and non-routine will continue to be used. This will also be added to the January 17, 2012 meeting agenda.
      - Part of the process will be to determine the amount of money that can actually be expended on non-routine items. When the ranking of items begins, there will be a sense of the dollar amount.
2. Final review of the Program Review and Non-Routine Resource Requests Recommended to be funded (Attachments 4&5).
  - a. Dr. Friedlander stated that the items in attachment #4 and #5 are the items that will be funded paid for from the \$1.8M being requested to pay for these items. Everyone reviewed the spreadsheets. Further discussion took place regarding what was removed, what should stay, and what should be added back to the lists of recommended items to fund.
3. Review of proposed edits to BP 6251 Principles of Budget Development and result of discussions in Board of Trustees Study Session. (Att. 6)
  - a. Dr. Friedlander reported that because the Board of Trustees would like this item to be reviewed by the Fiscal Committee before being placed on a Board Study Session agenda, it will give the CPC members time to finish its discussion of this document.
  - b. The principles were projected on the screen; edits to the principles were recorded and stored in Google documents.

4. Status of the date the Budget Reduction Spreadsheets will be sent to VPs, department chairs and program managers.
5. Revised timeline for developing the college budget for 2012-13 (Att. 7)
6. Campus-Wide Email regarding the budget reductions.
7. Budget workgroup update

**Discussion Items: 10 minutes**

1. Draft of Proposed Approach to Achieving the Objective of Offering a Comprehensive and Vibrant Continuing Education Program that is Responsive to the Needs of the Community. (Att. 8)

Dr. Friedlander asked for a motion to adjourn the meeting.

**M/S/C [Nevins/Neufeld] to adjourn the meeting. All in favor.**

**Next CPC Meeting: Tuesday, January 17, 2012, 2:00 p.m. to 3:00 p.m. in A 218 C**