

SANTA BARBARA CITY COLLEGE

COLLEGE PLANNING COUNCIL

September 27, 1988

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, J. Connell, J. Diaz, L. Fairly, T. Garey, C. Hanson, D. Oroz, D. Ringer, G. Smith, C. Frank, student representative.

RESOURCE: J. Friedlander, D. Sloane

The meeting was called to order by Chair John Romo at 3:01 p.m. He announced that the focus of today's meeting is a presentation by President MacDougall on the structure of the college's new planning process. Item V., a report by Charles Hanson on the 1988-89 Adopted Budget, was added to the agenda.

**INTRODUCTION OF DIVISION CHAIR REPRESENTATIVES**

The Chair introduced the 1988-89 DCC representatives to the College Planning Council. They are Joe Connell, Dennis Ringer, and Guy Smith.

**APPROVAL OF MINUTES: May 31, 1988**

M/S/C Ringer/Oroz

To approve the minutes of the meeting of May 31, 1988

AYES: 7 NOES: 0 ABST.: 3

**ELECTION OF VICE CHAIR**

Dennis Ringer was unanimously selected to serve as Vice Chair for 1988-89.

**COLLEGE PLANNING**

The President stated that his report would focus on three major components of the new college planning process: (1) Assess the Council's review of the planning process undertaken during the Spring, 1988 semester; (2) Clarify the college's approach to planning and (3) Focus on the Statement of Institutional Directions (SID) as the primary framework for overall college planning.

The major conclusions drawn from the review are that the planning process should represent a two-year cycle. The emphasis the first year (1988-89) would be on reviewing and refining the SID; specifically, determining the major directions, setting priorities, establishing strategies and a timeline to implement the SID and developing a plan to obtain resources to achieve the desired results. The second year (1989-90) would focus on planning with departments to develop a fully integrated three-five year institutional plan. In addition to these two major annual tasks would be the development of the 1989-90 budget and subsequent annual budgets. The timeline for the two-year planning budgeting cycle was reviewed.

The President emphasized that budgetary expectations are an important factor in planning. Efforts should be made to obviate the need for lengthy resource allocation procedures by the Division Chair and College Planning Councils. Vice President Romo will be examining a method that will "trigger" an item for review/discussion. For example, consideration of replacing a faculty member in a specific discipline will be subject to review only if certain criteria are met--enrollments, FT to PT ratio is above 70-30, etc. Other more expedient methods to develop resource allocation recommendations will be explored.

The President outlined the basic sources of college funds: general fund (base + COLA + Growth + Equity); lottery dollars (approximately \$1 million yearly which are allocated according to established guidelines) and AB 1725. The President noted that \$200-\$250,000 has been earmarked for salaries. In addition, approximately \$500-\$600,000 is committed for the next three years to the parking structure on the West Campus. Of the amount remaining 20% is allocated to the non-credit program, representing that unit's portion of District ADA, and the rest to College projects. Following the parking lot construction, the President will recommend that lottery monies, excluding the 25% committed to salaries, be used for equipment replacement. He noted that the College's equipment inventory exceeded \$8.5 million and there are not funds in the budget to support replacement. The President feels this is irresponsible and will thus be recommending that lottery dollars will provide approximately \$800,000 per year to meet this need. That amount assumes a "life" of approximately ten years for all equipment.

AB 1725, the major community college reform bill recently approved by the Legislature and signed by the Governor, adds approximately \$7.5 million dollars to this year's community college budget. It is expected that the College will receive \$63,000 for staff development. During the next two years, \$140 million dollars will be allocated to community colleges, and SBCC should receive a portion of those funds (\$1,300,000). Pending bond issues, if approved, may result in more revenues for community college instruction and equipment replacement.

The President called the Council's attention to Attachment 6, the CCC Board of Governors 1988-89 BASIC AGENDA or policy making document which outlines the issues that cover community college activities. He requested the Council to "brainstorm" for additional issues or concerns to include in the general college planning process. Members' suggestions are contained in attachment 1.

#### **BUDGET, 1988-89**

Dr. Hanson distributed copies of the 1988-89 Adopted Budget, General Fund Without Lottery, With Lottery, and Statistics.

The next meeting of the Council is Tuesday, October 4, 3:00 p.m., A218C.

JR/jdm

cc: Dr. MacDougall  
Deans/Assistant Deans  
Division/Department Chairpersons  
Mr. Miller  
Mr. Pickering  
Mr. Guillen

SANTA BARBARA CITY COLLEGE

EDUCATIONAL EXCELLENCE

- \* Voc Ed.: Identify programs that fulfill regional needs.
- \* Offer programs in response to community needs.
- \* Improve articulation & student success.
- \* Make SBCC 1st choice institution.
- \* Demonstrate excellence.
- \* Develop program to facilitate transfers.
- \* Guaranteed admissions.
- \* Develop district program for core curriculum.
- \* Assure basic skills competencies.
- \* Program review/articulation.
- \* More effective use of educational techniques.
- \* Provide basic skills and ESL.

FINANCE

- \* Plan for equipment replacement.
- \* Maintain competitive salaries for classified staff.
- \* Increase grant development activities.
- \* Increase financial aid.
- \* Explore budget off-sets with AB 1725 funds.
- \* Increase productivity to at least 525 WSCH.
- \* Use a more targeted approach to fund-raising.

STUDENT ACCESS

- \* Define a program for the under-represented and the underprepared.
- \* Matriculation.
- \* Review ESL/Basic skills policies/and programs.
- \* Work with 4-year schools to produce post associate degree opportunities for SBCC students.
- \* Improve retention ratio (productive grades).
- \* Reduce attrition rate.
- \* Develop a marketing plan to bring successful programs to the community.
- \* Prepare students to transfer and increase transfers.
- \* TAP.
- \* Increase students in campus events.
- \* Integrate Student Services and Instruction.

COLLEGE

- \* Develop process for decision making re continuation of high cost programs.
- \* Design inst. research program.
- \* Refine measures to access qualitative and quantitative outcomes.
- \* Refine measures for transfer.
- \* Evaluate and maintain links to the community.

HUMAN RESOURCES

- \* Meet staffing needs by successful recruitment.
- \* Explore programs that ensure minority student success.
- \* Recognize changing demographics in recruiting minority faculty.
- \* Reward excellence in teaching.
- \* Provide time to train staff to use technology efficiently.
- \* Develop support system to create incentives for staff improvement.
- \* Increase financial aid.
- \* Improve efforts to communicate to staff how the College operates.
- \* Develop a strong mentor program.
- \* Renew commitment to Affirmative Action.
- \* Review support services for staff.

RESEARCH

- \* Research student objectives of students with B.A./B.S. degrees enrolled in SBCC.
- \* Design institutional research program to enhance college effectiveness.
- \* Encourage faculty participation in research activities.
- \* Evaluate effectiveness of institutional research.