

**SANTA BARBARA CITY COLLEGE  
COLLEGE PLANNING COUNCIL  
September 15, 1998**

**MINUTES**

**PRESENT:** Jack Friedlander, Chair, Lynda Fairly, Robin Goodnough, Karolyn Hanna, Charles Hanson, Jim Lynn, Kathy O'Connor, John Romo, Lana Rose.

**ABSENT:** Bill Hamre and Dan Oroz

**1.0 CALL TO ORDER**

1.1 The meeting was called to order at 3:10 p.m. by Dr. Friedlander.

**2.0 APPROVAL OF MINUTES**

2.1 May 19, 1998

*M/S/C: To approve the minutes as submitted (O'Connor/Rose) with one abstention (Hanson)*

2.2 May 26, 1998

*M/S/C: To approve the minutes as submitted (O'Connor/Rose)*

**3.0 DEVELOPMENT OF PROCESS TO BE FOLLOWED IN IDENTIFYING RECOMMENDATIONS FOR THE ALLOCATION OF PARTNERSHIP FOR EXCELLENCE FUNDS**

3.1 The College will be receiving \$1.2 million in Partnership for Excellence Funds each year for the next three years. Cabinet will be coming to CPC with additional recommendations. In terms of philosophy, Dr. MacDougall has expressed a desire to use the funds to achieve desired outcomes of the College. For example, increasing transfer rates or increasing the number of certificates awarded. Dr. Friedlander distributed handouts describing the proposed measures to be used in assessing the California Community Colleges system attainment of the outcomes to be achieved from use of Partnership for Excellence funds. Discussion followed concerning the

five major outcome areas noted. Some questions and concerns arising from that discussion were: (1) What is a realistic goal for the increase in transfer rates and what measures will be used to count transfers? (2) What will guide the Council in the decision making process as determinations are made concerning needs and major areas of outcome? Dr. MacDougall is waiting to receive guidelines from the Chancellor's Office which will detail parameters for fund expenditures. Given the expectations, priorities on the use of the funds to achieve desired outcomes need careful consideration. Consideration should, for example, be given to the fact that expending funds on tutors does not necessarily increase transfer rates.

#### **4.0 DEVELOPMENT OF PROCESS FOR IDENTIFYING FACILITIES AND OTHER INFRASTRUCTURE NEEDS TO BE INCLUDED IN THE PROPOSED BOND MEASURE**

4.1 A process needs to be developed for identifying and recommending facilities needs for the proposed bond measure. The President has requested recommendations from CPC on facilities to be included in the bond measure requested by November 1, 1998. Dr. Hanson raised a question as to whether or not the Planning and Resource Committee will be reviewing non-academic affairs or will it be left to CPC to do so? Dr. Friedlander noted that the Planning and Resources Committee will be reviewing the facilities requests submitted by Academic Affairs departments and its recommendations will be submitted to the Academic Senate. The Senate will forward its recommendations to CPC. Each of the other divisions on campus will follow its internal review process prior to submitting requests to CPC.

The College Planning Council is expected to develop and submit their recommendations by November 1, 1998. Dr. MacDougall will review the proposed facilities requests with the Board of Trustees before the Council meets to complete their final ranking and determine items to be placed on the bond measure. It was suggested that perhaps specific meetings to solicit facilities planning input would best serve the College. Some concern was expressed that Dr. MacDougall's timeline does not allow the opportunity to solicit classified staff input during the planing stage. The overall message to departments is to check with classified staff throughout process and though it may be premature, notify them of impending changes and assure them that they will be apprised of developments and their feedback will be solicited at a later date.

4.2 Facilities Presentations were scheduled as follows:

**September 29, 1998\_** The time of the meeting was changed from 3:00 to 4:30 p.m. to 1:30-3:00 p.m. Dr. MacDougall is scheduled to join the meeting at 2:00 p.m. to discuss the facilities planning process and principles for allocating Partnership for Excellence Funds. John Romo will present the Wake and Schott Center facilities proposals at this meeting.

**October 6, 1998** Facilities presentations will be presented by Bill Hamre (Information Resources), Charles Hanson (Business Services), Dan Oroz (Human Resources), and if she is ready, Lynda Fairly (Student Affairs). If Ms. Fairly is not ready, she will present at the October 20, 1998 meeting. The criteria for allocation of Partnership for Excellence Funds and the development of guidelines will also be addressed at this meeting. A proposal from Cabinet on recommended uses of Partnership for Excellence funds will be presented.

**October 20, 1998** Facilities presentations from Jack Friedlander for Academic Affairs and, if necessary, Lynda Fairly.

**October 27, 1998** Conduct initial rankings for facilities requests and Partnership for Excellence Fund requests.

**November 3, 1998** This meeting has been cancelled.

**November 4, 1998** This meeting has been added to the schedule for final rankings of the facilities requests for the proposed bond measure and the Partnership for Excellence funds. The meeting will be held from 1:00 to 3:00 p.m. in A218C.

**November 5, 1998** This is the recommended deadline for submitting the facilities plan proposals to Dr. MacDougall. Dr. Friedlander will discuss the Council's proposed schedule with Dr. MacDougall and seek his approval for the recommendation.

## **5.0 REVIEW OF 1996-99 COLLEGE PLAN**

5.1 The Vice Presidents have been asked to provide goals and outcomes of the 1996/99 College Plan for their areas. The Council is to receive notice to focus on areas that are not being met and determine whether to salvage the goals or drop them. An example from John Romo was with regard to the number of students who transitioned from non-credit to the credit division. A lack of research in this area means that the information is not available. Based on the current level of CPC responsibility, Dr. Friedlander recommends delaying this project until the next semester. The next College Plan will cover the timeframe 1999-2002 and further discussion concerning this item was tabled until December 1998.

## **6.0 DEVELOPMENT OF PROCEDURES AND TIMELINES FOR DEVELOPING THE 1999-2001 COLLEGE PLAN**

6.1 The Council agreed that the identification of procedures and timelines for developing the 1999-2001 College Plan will be delayed until December 1998. This item will be added to an agenda for the College Planning Council during that timeframe.

**7.0 DEVELOPMENT OF 1999-2000 COLLEGE BUDGET (Approximately February, upon release of Governor's 1999-2000 budget)**

7.1 It was agreed that discussion concerning the 1999/2000 budget should begin in April. The underlying assumption has been that the budget would be linked to College Plan. Further consideration is to be given to planning the budget on a two-year timeline.

**8.0 OTHER**

8.1 No additional items were raised at this meeting.

**9.0 ADJOURNMENT**

9.1 There being no further business, the meeting was adjourned at 4:25 p.m.

---

cc: Cabinet, Deans/Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, ASB President, College Information, *The Channels*