


SANTA BARBARA CITY COLLEGE

MEMORANDUM      March 8, 1984

TO:                Division Chair Council/College Planning Committee

FROM:             Pat Huglin,  Administrative Dean of Instruction

SUBJECT:         SPECIAL COMBINED MEETING:  
                         Tuesday, March 13, 3:00 - 4:00 pm, A-200

- I. The purpose of this meeting will be to finalize a recommendation from CPC and DCC to Dr. MacDougall as the disposition of the Dental Assisting Program. If you did not receive the packet of information on this subject, please obtain the materials from Barbara Armstrong.
- II. Approval of replacement of Veldon Law, Assistant Dean, Continuing Education (Attached)
- III. Results of Prioritization of Certificated Requests for 1984-85

Priority order for 1984-85 Certificated Personnel requests from Division Chair Council

	Position	<u>Points</u>
1st	Business Administration (replacement)	19
2nd	Computer Science (new)	21
3rd	Drafting/CADD (new)	22
4th	Biology (replacement)	32
5th	English (new)	46
6th	Music (replacement)	53
7th	Psychology (replacement)	59

PH:ba  
cc: Dr. MacDougall  
    Department Chairs  
    Rep. Council

SANTA BARBARA CITY COLLEGE  
CONTINUING EDUCATION DIVISION

310 W. Padre St.

April 2, 1982

MEMORANDUM

TO: CLC/CPC MEMBERS

FROM: *M/S* Martin Bobgan, Administrative Dean, Continuing Education

RE: Replacement for Joseph Bagnall, Assistant Dean

During the 1970-71 school year the administrative staff of the Division consisted of one dean, two assistant deans, two coordinators and one 40% coordinator of apprenticeship. The Division, during the next three years, underwent a reorganization that resulted in one dean, two assistant deans and three program planning assistants. At the present rate of pay (1981-82 salary schedules), the savings to the District of this "new" organization over the old is \$40,131 per year.

In 1970-71, the Continuing Education Division generated 1,123 units of ADA. In 1980-81, the Division generated 2,279 units of ADA. The assistant dean's position could not be eliminated without significantly reducing the ADA for the Division. Even if a significant ADA reduction occurred in the Division, a reduction would be recommended of a program planning assistant and not an assistant dean.

Last fall the Division offered 540 classes in 86 locations of the community with a staff of 411 hourly instructors. These classes were cosponsored with over 40 community organizations. The Division usually enrolls over 33,000 different adults with over 70,000 enrollments annually. In the fall of 1982, we expect to again offer 540 classes.

Based upon the above considerations, I am recommending that CLC/CPC approve the replacement for the assistant dean position.