



College Planning Council

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*Supervisors' Association
Representative*

Dan Watkins

Managers' Group Representative

SANTA BARBARA CITY COLLEGE

College Planning Council

April 29, 2014

3:00-4:30 pm

Room A218C

Agenda

1.0 CALL TO ORDER

1.1 Approval of 4/15/14 CPC minutes (Att. 1.1)

2.0 ANNOUNCEMENTS

3.0 INFORMATION ITEMS

3.1 Replacement of Budgeted Positions – P. English

3.2 Advancing Leadership Committee – D. Watkins

The Advancing Leadership Committee is a governance and consultative body that is jointly led by members of the Supervisors' Association and Leadership Coalition represented under the Advancing Leadership Agreement. The primary purpose of this committee is to represent its members in participatory governance and negotiations with the District on matters relating to benefits, grievance process, contracts, and other related administrative procedures.

Here is the link to the ALC charter:

https://docs.google.com/a/pipeline.sbcc.edu/document/d/1spsCJqNhterUT8NPKE1m_1HnkCgg8xnp4ql--yI9dw0/edit?usp=sharing

4.0 DISCUSSION ITEMS

4.1 Resource Request Documentation -- P. Butler and L.Vasquez (Att. 4.1, 4.1a, 4.1b)

At the March 18, 2014 meeting of CPC, the council supported the creation of a CPC ad hoc work group to develop a program review guide that takes into account CPC's role and its processes.

The goal is to have a simple guide that explains the start of the program review process, the participating member groups, the review process by governance groups and

the allocation process. The ad hoc work group has developed a draft documentation comprised of a flowchart (two versions), timeline, and brief narrative, attached.

4.2 Program Review Guidelines -- P. Butler and L. Vasquez (Att. 4.2)

In developing the resource request documentation, the work group chairs observed that the timeline for opening the resource request templates seemed to depend on a later than necessary review of the Program Review Guidelines. The guidelines need to be updated annually before the Program Review (PR) templates open. However, the best time to review these guidelines may be immediately after the PR process concludes in spring. In the revised timeline, CPC would review and approve language for the guidelines at a meeting in May so that the templates can be opened prior to the start of fall term. This allows department chairs, directors and unit managers to review requirements well in advance of the deadline and to have a longer timeline for PR submission.

4.3 Institutional Effectiveness Report 2012-13: First Reading – R. Else (Att. 4.3)

This annual report summarizes institutional effectiveness measures in six areas: (1) Student Learning, Achievement, and Development; (2) Student Outreach and Responsiveness to the Community; (3) Faculty, Staff, Administration, and Management; (4) Applications of Technology; (5) Facilities; (6) Fiscal Support. This report serves as the basis for ongoing dialog about the data it presents and the implications of the measurements and trends. The Institutional Effectiveness Committee will also be reviewing this report.

5.0 ACTION ITEMS

5.1 2014-15 Program Review Requests: Second Reading – J. Sullivan (Att.5.1)

This is the second reading for Program Review Requests. The college has completed the Program Review process for new and replacement equipment, new and replacement hardware, and new and replacement software for 2014-15. The program review requests relating to Education Programs was reviewed and prioritized by the Planning and Resources Committee. Operations program review was reviewed by the President's Cabinet.

Staffing and facilities requests are reviewed separately. Facilities requests are submitted as work order requests to Facilities. The facilities requests will be brought to CPC in May.

5.2 2014-15 Tentative Budget – General Fund Unrestricted Expenditures (Labor and Non Labor): Second Reading – J. Sullivan (Att. 5.2a, 5.2b, 5.2c, 5.2d)

This is the second reading of the 2014-15 Tentative Budget – General Fund Unrestricted Expenses Review. CPC will be presented with the General Fund Unrestricted Expenses portion of the 2014-15 Tentative Budget, in accordance with the college's Budget Development Timeline.

5.3 Credit Student Success and Support Program Allocation – Funding Positions: Second Reading – J. Friedlander (Att. 5.3)

This is the second reading of the Credit Student Success and Support Program Allocation – Funding Positions. At its March 2014 meeting, the Student Success and Support Program (SSSP) Committee approved allocating SSSP funds to pay for the following positions: a 12 month full-time Articulation/Certification Specialist (ongoing), and increasing two Assessment Specialist positions from 50% to 75% time (\$32,647) (ongoing). The council is being asked to approve these categorically funded positions.

6.0 ADJOURNMENT

6.1 The next regularly scheduled CPC meeting will be held on Tuesday, May 6, 2014 in Room 218C, 3:00-4:30 p.m.