

**Santa Barbara City College
College Planning Council
Tuesday, September 16, 2014
3:00 – 4:30 p.m.
A218C**

Minutes

PRESENT:

L. Gaskin, Chair, President
L. Auchincloss, President, CSEA
P. Butler, Chair, Planning & Resources Committee
R. Else, Sr. Director, Institutional Assessment,
Research & Planning (non-voting)
G. Maynetto, President, Associated Student Government (non-
J. McPheter, Classified Staff Representative
K. Monda, President, Academic Senate
D. Nevins, Academic Senate Representative
C. Salazar, Classified Staff Representative
P. Stark, Academic Senate Representative
J. Sullivan, VP, Business Services
L. Vasquez, VP, Academic Senate
J. Walker, Advancing Leadership Committee Representative
D. Watkins, Advancing Leadership Committee Representative

GUESTS:

C. Alscheimer, Academic Senate
A. Price, Dean, Educational Programs
A. Scharper, Dean, Educational Programs

ABSENT:

P. Bishop, VP, Information Technology
P. English, VP, Human Resources

1.0 CALL TO ORDER

1.1 Approval of 9/2/14 CPC minutes (Att. 1.1).

M/S/C (Butler/Vasquez) to approve the 9/2/14 CPC minutes with one correction.

Twelve approved; one abstained.

2.0 ANNOUNCEMENTS

2.1 PLLUMP CPC+ Retreats – L. Gaskin

Dr. Gaskin announced that CPC+ would be convening for two retreats focusing on PLLUMP (Program Location and Land Use Master Plan). The first retreat is scheduled for Friday, November 14, 2014; the second is scheduled for Friday, March 6, 2015. Both retreats will be held from 8:30 a.m.-1:00 p.m., locations to be determined. Two additional participants from the following groups will be invited by their CPC representative to attend the retreats: President's Cabinet, Advancing Leadership Committee, Classified Consultation Group, Academic Senate and Student Senate. For consistency's sake, Dr. Gaskin requested CPC members to choose representatives who can attend both retreats and to inform Paulmena Kelly once their selections have been made.

3.0 INFORMATION ITEMS

None.

4.0 DISCUSSION ITEMS

4.1 2014 Educational Master Plan: Linkage between Strategic Plans and Program-Level Activities – First Reading – P. Butler (Att. 4.1)

Dr. Priscilla Butler reviewed attachment 4.1 (Linkage between Strategic Plans and Program-Level Activities). She noted that the Educational Master Plan (EMP) provides a mechanism for analyzing and disseminating Program Review information. Dr. Butler called attention to the third paragraph of attachment 4.1, which states: “Each year, each group (Academic Senate, Deans’ Council, College Planning Council, District Technology Committee) will ask at least one program, committee, or department to focus on making institutional progress toward each Strategic Goal, and to report back at the end of the year to a coordinating body designated by the College Planning Council (CPC).

She asked the following questions with regard to the information on attachment 4.1:

- 1) Which coordinating body is designated by CPC to manage this (process)?
- 2) How will the Academic Senate and Deans' Council coordinate on the goals in Strategic Direction 1?
- 3) What is the timeline for documenting and reporting on this process?
- 4) What is the desired end product?
- 5) How will this end product be distributed?

With regard to question #2, Dr. Butler noted that there is potential overlap and duplication of effort between the Academic Senate and Deans’ Council. She cautioned that, in the creation of the end product, there is a danger in producing a more cumbersome document. She suggested that the process linking strategic plans to program-level activities maintain the same purposefulness as the EMP. Various methods of achieving this goal were discussed. Further discussion ensued regarding the analysis and evaluation of Program Review data.

Dr. Butler concluded by stating that a template is needed which will define the distribution of work and provide clear structure in facilitating the EMP-program connection.

Dr. Gaskin requested Robert Else to convene a subcommittee of CPC to include Jack Friedlander, Priscilla Butler and Kim Monda to develop a simple process, which may not necessarily entail creating a new coordinating body, to cull or do a meta-analysis of this particular process and to bring it back to CPC for review.

4.2 Long-Range Planning – L. Gaskin

Dr. Gaskin prefaced the discussion by stating that the topic of institutional long-range planning with regard to enrollment and fiscal planning was discussed at the August 5, 2013 CPC retreat. At that time, the issue of carrying capacity was discussed and council agreed that the college should not grow beyond its funded base. She reminded CPC members that when Proposition 30 passed in November 2012, the college was able to adjust to greater funds, but that Proposition 30 expires in 2016.

Dr. Gaskin also reviewed pending and current impacts to the college's budget including: the salary study of collective bargaining for faculty, state-mandated annual increases to STRS and PERS, and COLA uncertainties. On a positive note, she stated that if the governor's proposal is upheld, there will be an estimated \$600,000 in additional funding in non-credit career development and college preparation. Though not in dire straits, Dr. Gaskin cautioned council on the need to be fiscally prudent moving forward. Discussion ensued and other issues that may affect the college's long-range planning included:

- Utilization of hourly employees.
- Efficient use of classroom space and the mix of class offerings.
- Offering two summer sessions in 2015-16.
- Increasing FTES through student retention via student success.
- Meeting the college's funded base.

Processes that will inform the college's future and impact long-range planning include PLLUMP, accreditation, and the implementation of the Educational Master Plan in conjunction with Program Review.

Dr. Gaskin agreed to provide a message and timeline to continue the conversation campus wide. Council agreed to revisit the subject in February 2015.

5.0 ACTION ITEMS

None.

6.0 ADJOURNMENT

6.1 The next scheduled CPC meeting will be held on Tuesday, October 7, 2014 in Room 218C, 3:00-4:30 p.m.