

**Santa Barbara City College  
College Planning Council**

**August 20, 2024  
3:00-4:30 p.m.**

**Minutes**

**1.0 ROLL CALL**

**1.1 Members**

Erika Endrijonas, Superintendent/President, Chair (non-voting)  
Ryan Alexander, Classified Staff  
Paloma Arnold, Executive Committee (non-voting)  
Liz Auchincloss, Classified Staff  
Roxane Byrne, Advancing Leadership Association  
Jamie Campbell, Faculty Association  
Monica Campbell, Advancing Leadership Association  
Tara Carter, Academic Senate  
Elizabeth Chisholm, Academic Senate  
Angelica Contreras, Advancing Leadership Association  
Michelle Detorie, Classified Staff  
Brian Fahnestock, Executive Committee (non-voting)  
Ashley Farias, Classified Staff  
Raquel Hernandez, Classified Staff  
Rudy Hill, Advancing Leadership Association  
Elizabeth Imhof, Advancing Leadership Association  
Jordan Killebrew, Executive Committee (non-voting)  
Keller Magenau, Executive Committee (non-voting)  
Patricia Mautone, Academic Senate  
Kim Monda, Academic Senate  
Dean Nevins, Executive Committee (non-voting)  
Vanessa Pelton, Advancing Leadership Association  
Camerin Poulson, Classified Staff  
Joshua Ramirez, Academic Senate  
Sharon Remacle, Association of Confidential Employees  
Carola Smith, Executive Committee (non-voting)  
María Villagómez, Executive Committee (non-voting)

**2. CALL TO ORDER**

Dr. Endrijonas called the meeting to order at 3:02 p.m.

**3. APPROVAL OF MINUTES**

**3.1 Approval of May 7, 2024 Minutes**

M/S/C (Campbell/Alexander) to approve the minutes of May 7, 2024. The motion passed unanimously.

## **4. PUBLIC COMMENT**

### **4.1 Public Comment Guidelines**

There were no public comments.

## **5. INFORMATION/REPORTS**

### **5.1 Superintendent/President Updates**

Dr. Endrjonas welcomed all back to campus for the Fall term and asked participants to introduce themselves to the group. She reported briefly on the following items:

- There will be a bond measure on the November general election ballot.
- Three Trustee seats will be up for election and no current Trustees are running for re-election. Candidates will be invited to information sessions to help them understand what the Community College system is and how it works.
- Office hours with the Superintendent/President will resume in September at each campus.
- All are invited to the First Thursday Coffee & Conversation on September 5.
- The President's Office will establish a date and time for the upcoming CPC Retreat.

### **5.2 Partnership Resource Team (PRT) Implementation Update - K. Magenau**

Dr. Keller Magenau, Executive Director of Institutional Research & Planning, reported on working alongside the PRT Tri-Chairs to develop implementation of the Innovation and Effectiveness Plan (I&EP). The Institutional Effectiveness Committee is a representative body that will be charged with implementing the I&EP in the coming academic year. During the course of that year the charge for several different committees, including the Institutional Effectiveness Committee, will be reevaluated and redefined.

This process will include two College-wide events in October 2024 and Spring 2025 and other deliverables in service of updating models for integrated planning and revising participatory governance committees and functions.

### **5.3 Board Policies and Administrative Procedures (BPAP) - K. Magenau**

Dr. Magenau has been speaking with past participants of the BPAP committee to learn about its successes and challenges. The collaborative and collegial dialogue was noted as important, while a lack of clarity in the process and priorities was challenging. Tools and templates are being developed for tracking progress and ensuring compliance with legal and accreditation requirements as the committee reviews three Chapters in the coming year, along with legal updates and new requests for review.

The first BPAP meeting to be held in September will be an organizing meeting to review the tools and set goals for the year. There will be regular updates to CPC throughout the year and at the end of the Spring there will be an assessment of how the committee did in meeting their goals.

### **5.4 Proposed Spring 2025 Priority Registration Dates - P. Arnold**

Paloma Arnold, Vice President of Student Affairs, introduced the proposed Spring priority registration dates, established in collaboration with Student Services and informed by Academic Affairs. Credit registration has been decoupled from non-credit registration due to the timing of the print schedule for SEL and differences in enrollment patterns.

**5.5 Foundation for California Community Colleges Facility Condition Assessment - B. Fahnestock**  
Brian Fahnestock, Vice President of Business Services, stated that the Foundation for California Community Colleges visits every five years to give an assessment of our facilities. This process takes about 10 days to complete onsite and does not require staff involvement.

Jamie Campbell, representing the Faculty Association, noted that there are currently errors in the FUSION database and asked whether this is an opportunity to correct that information. Mr. Fahnestock responded that this work is not related to the room inventory that we should complete regularly to keep information current as room use changes.

## **6. ACTION - None**

## **7. DISCUSSION**

### **7.1 Formation of Budget Committee**

Dr. Endrijonas introduced the draft Budget Committee charge for consideration and asked for input. In response to questions, she explained that this committee should be representative of each constituent group and that its structure may change following the completion of the PRT process.

Mr. Campbell recommended that there be three Faculty members on the committee to have balanced representation of Faculty groups. Dr. Kim Monda, Past President of the Academic Senate, noted a need for clear avenues to discuss budget priorities and issues as part of the education process for the College community. Dr. Monda also voiced a need for the group to identify what to communicate out for consistent messaging.

Dr. Endrijonas mentioned that the issue of communication by representatives is at the heart of PRT, which will help develop the desired culture for sharing information. She will reach out to constituent group leaders to ask their perspective on representation for the committee. Timing for meetings will be determined with other participatory governance committee meetings in mind.

### **7.2 Educational Vision Plan Update - M. Villagomez, P. Arnold, C. Smith**

Dr. Maria Villagomez, Vice President of Academic Affairs, shared the final draft of the Educational Vision Plan along with gratitude for all those who have worked on it over the past year. Carola Smith, Vice President of the School of Extended Learning, introduced the committee structure and process. Paloma Arnold, Vice President of Student Affairs, reviewed the priorities that were developed and noted that this EVP is tied to the Strategic Plan, which is the overarching plan of the College. The priorities within the plan are shared by each of their divisions, but the strategies, activities, and outcomes are specific to each area.

## **8. FUTURE AGENDA ITEMS FOR CONSIDERATION**

CPC Restructuring

## **9. MEETING DATES**

### **9.1 Meeting Schedule and Agenda Item Due Dates**

Future meetings will be in person.

## **10. ADJOURNMENT**

### **10.1 Adjournment**

Dr. Endrijonas adjourned the meeting at 4:15 p.m.