

**Santa Barbara City College
College Planning Council
Tuesday, October 16, 2012
3:00 p.m. – 4:30 p.m.
A218C
Minutes**

PRESENT

L. Gaskin, President;
O. Arellano, VP, Continuing Education;
L. Auchincloss, Pres., CSEA;
P. Bishop, VP Information Technology;
S. Dixon, Supervisory Bargaining Unit (for M. Medel);
P. English, Interim VP HR;
J. Friedlander, Executive VP Ed Programs;
K. Monda, Academic Senate Representative, Chair Planning & Resources Committee;
J. McPheter, Classified Staff Representative;
D. Morris, VP, Academic Senate;
J. Negroni, SBCC Student Trustee, ASB for G. Sherman;
K. Neufeld, President-elect, Academic Senate;
D. Nevins, President, Academic Senate;
O'Connor, Academic Senate Representative;

G. Sherman, President, Assoc. Student Body;
C. Salazar, Classified Staff Representative;
J. Sullivan, VP Business Services

ABSENT:

R. Else, Sr. Dir. Inst. Assessment, Research & Planning;
M. Medel, Supervisory Bargaining Unit;
G. Sherman, President, Assoc. Student Body

GUESTS:

P. Butler, Planning & Resources Committee;
D. Hollems, Dean Ed Programs;
J. Metiu, Chair Allied Health Dept.;
B. Pazich, Dean, Ed Programs;
J. Pike, Director, Learning Resource Center;
L. Stark, Pres. Instructors' Association ;
L. Vasquez, ITC, Committee Chair

1.0 Call to Order

- 1.1 Approval of 09/18/12 CPC Minutes, (Att. 1.1)

**M/S/C (Nevins/Bishop) to approve the minutes of the 9/18/12 CPC meeting.
All were in favor.**

- 1.2 Approval of 10/02/12 CPC Minutes, (Att. 1.2)

**M/S/C (Nevins/Neufeld) to approve the minutes of the 10/02/12 CPC meeting.
All were in favor.**

2.0 Announcements

- 2.1 D. Morris, VP, Academic Senate announced and handed out the Proposition 30 flyer that the Academic Senate approved and he reminded members of the guidelines for the election activities for this year's general election.
- 2.2 P. English, Interim VP HR announced that the CPC F/T Classified Replacement Hiring Process Task Force had agreed to replace one custodian and one Educational Programs Support Specialist in EVP Friedlander's office. The Task Force's next meeting will take place when there is an accumulated list of vacancies. The process the CPC Task Force has agreed on is that they are able to rank 50% of the NEW vacant positions for replacement. In

this recent review, 5.5 vacancies were considered for replacement. Of these, 3.5 are considered "new" since the last ranking process (requests had not been submitted or considered in previous process). This meant they could prioritize 2 of these 5.5 vacant positions for replacement.

3.0 Information Items

3.1 Future Projects List – J. Sullivan, (Att. 3.1)

At the September 18th CPC meeting, the group reviewed and was asked for input on the current Future Projects List for planning the Facilities Master Plan and Long Range Development Plan (LRDP). Since that date two additional projects were recommended to be added to the list: renovation of the Luria Library and renovation of Los Banos Aquatic Facility.

Discussion ensued regarding the pricing details for the two new projects and how the pricing will be determined.

Dr. Gaskin reminded the members that as soon as the list is complete, CPC will be asked to prioritize the projects.

This list was introduced a month ago with the idea that the CPC members would take this information back to their constituencies whether they are Faculty, Staff or Students for feedback. The feedback would include information such as the conditions of a building, the programmatic use of a building and does the building serve its purpose for the program in the building.

Dr. Gaskin stated that we want to get as comprehensive list as possible and that a template will be created to assist in gathering the information needed for the list and a more formal process for project proposals.

4.0 Discussion Items

5.0 Action items

5.1 West Campus Classroom Building (second reading) – J. Sullivan, (Att. 5.1a, 5.1b)

At CPC's September 18th meeting, VP Business Services Sullivan provided CPC with an update of Measure V projects and the need to address the outcome of the recent structural analysis work done on the East Campus portables. Given the poor state of these portables and the need to replace, repair, or remove nearly two dozen of these buildings, it is recommended that the college allocate the remaining Measure V funds to the construction of a classroom building to replace the 22 temporary East Campus classrooms. This permanent classroom building will be placed where the portable buildings are next to the Garvin and Facilities buildings. The estimate for completing the west campus classroom building is \$18.7 million.

VP Sullivan stated that if CPC recommends allocating the remaining Measure V funds to the construction of the West Campus Classroom Building, then the college can move forward with this plan. He stressed that it will not happen overnight because architects need to be

hired for the design, the design needs to go through the approval process by DSA and the Coastal Commission.

Following the discussion about the size of classrooms and who would use the classrooms, VP Sullivan informed the members that a design user group will be identified to work with the architects at a certain point. P&R will identify the user group because the college academic divisions are represented in that group.

M/S/C (Nevins/Sullivan) to recommend reallocating \$17M of Measure V to a new West Campus Classroom Building, with the details to be worked out by the architects and user groups. All were in favor.

5.2 Operations Program Review Requests – J. Sullivan, (Att. 5.2)

The total estimated cost for the program review items from operations departments is \$146,900. These items were included on a consolidated list and were submitted with the "Yes" recommendation from EC.

VP Sullivan went through the list of program review items one by one and discussed various aspects of the items. Further discussion took place regarding one item: the replacement of a van for van pool usage. From this discussion it was decided that this item would be removed from the list pending VP Sullivan bringing in more information regarding the cost analysis.

M/S/C (O'Connor/Neufeld) to approve \$146,900 with the exception of the \$25,000 for a new van for the van pool pending a cost-analysis. All were in favor.

5.3 Restoration of Budget Cuts in Critical Areas: Report from Short-Term Hourly Work Group. P. English, L. Auchincloss, (Att. 5.3)

The Work Group for the Restoration of Budget Cuts in Critical Areas include: two co-chairs: L. Auchincloss, Pres., CSEA and P. English, Interim VP, Human Resources and six members: Paul Bishop, Joyce McPheter, Michael Medel, Dean Nevins, Kathy O'Connor and Cindy Salazar. Dr. Gaskin had asked that CPC provide a recommendation for this as this is the part of our budget reduction plan that is getting us closer to a structurally balanced budget.

P. English, Interim VP HR presented the Work Group's proposal on short-term hourly restoration process for 2012-13. Interim VP English asked that CPC agree on how much money should be allocated from the 2012-13 budget for the restoration of the short-term hourlies before the prioritizing begins.

Discussion ensued looking at the Work Group's request from both sides: 1) a suggestion to first request the critical high need areas and then assess the cost; 2) to first assign an amount that would be the cap on costs and follow with criteria of what is critical.

Several examples of classes were given that may not continue in the spring if they do not have tutors or lab teaching assistants. Concern about the timing of setting the amount of money and gathering information regarding the critical high need areas was expressed.

Dr. Gaskin stated that the ideal would be to have all the information for a vote at the November 8 Board Meeting and if not then, it would be December 13 Regular Board Meeting. Dr. Gaskin categorized the different needs into the following areas:

- 1) Tutoring
- 2) Regulatory Compliance/Health Safety
- 3) Course Critical/Viability
- 4) Critical Services/Operations
- 5) Other

There was further discussion regarding the questions that would be asked that would ensure the critical need of the restoration of the short-term hourlylies.

Dr. Gaskin stated that there was a sense of consensus around first requesting the critical high need areas and then assessing the cost. There was consensus that the categorizations would be used with a preamble that speaks to the high need, essential and critical element appealing to the common good. In order to fast track this process, the form and questions will be sent out to the Deans, Managers and Chairs as early as possible so they have a chance to respond.

Dr. Gaskin acknowledged the fact that this Task Force has earned CPC's trust and respect with approaching a difficult job and doing it well.

5.4 Integrated Planning Work Group - Lori Gaskin

The President is requesting CPC form a workgroup to evaluate the college's overall planning framework and develop an integrated approach linking the varied elements of that structure. R. Else, Sr. Dir. Inst. Assessment, Research & Planning will be heading up this group.

There was no time to address this item and it was moved to the next meeting, October 30.

6.0 Adjournment

- 6.1 Dr. Gaskin adjourned the meeting and stated that we may hold a special meeting in order to ratify the prioritization of the short-term hourly budget cuts restoration.
- 6.2 The next regularly scheduled CPC meeting will be Tuesday, October 30 in Room A218C, 3:00 p.m. - 4:30 p.m.