

**Santa Barbara City College
College Planning Council**

March 4, 2025

3:00-4:30 p.m.

West Campus Center (WCC) 204

Minutes

1.0 ROLL CALL

1.1 Present

Erika Endrijonas, Superintendent/President, Chair (non-voting)
Parker Shankin-Clarke sub. Ryan Alexander, Classified Staff
Paloma Arnold, Executive Committee (non-voting)
Liz Auchincloss, Classified Staff
Jamie Campbell, Academic Senate
Tara Carter, Academic Senate
Roxane Byrne, Advancing Leadership Association
Elizabeth Chisholm, Academic Senate
Margarita Silva Garcia sub. Michelle Dettori, Classified Staff
Ashley Farias, Classified Staff
Jordan Killebrew, Executive Committee (non-voting)
Christina Llerena sub. Jens-Uwe Kuhn, Advancing Leadership Association
Dan Le Guen-Schmidt, Executive Committee (non-voting)
Keller Magenau, Executive Committee (non-voting)
Kim Monda, Academic Senate
Camerin Poulson, Classified Staff
Juan Quesada, Advancing Leadership Association
Joshua Ramirez, Academic Senate
Armando Ramos, Faculty Association
Chris Renbarger, Executive Committee (non-voting)
Carola Smith, Executive Committee (non-voting)
María Villagómez, Executive Committee (non-voting)

1.2 Absent

Raquel Hernandez, Classified Staff
Sharon Remacle, Association of Confidential Employees

2. CALL TO ORDER

Dr. Endrijonas called the meeting to order at 3:01 p.m.

3. APPROVAL OF MINUTES

3.1 Approval of the Minutes of February 18, 2025

M/S/C (Quesada/Auchincloss) to approve the minutes of February 18, 2025. 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. Endrijonas made brief announcements on the following topics:

- The Executive Committee newsletter comes out on the first Wednesday of each month.
- Recruitment for the Executive Director of IT has been reopened and the position is now posted.
- A Controller has been hired pending board approval.
- Bids for the PE building replacement are due March 18, 2025.
- We are preparing to complete our bond credit rating in order to sell bonds.
- An Enrollment Management Forum will be held in the Garvin Theatre on Tuesday, April 1.
- Migration to Diligent Community will replace BoardDocs over the summer.
- Recognition Awards will be held Friday, April 25 1:00-3:00 p.m. in the Campus Center.

The Citizens' Bond Oversight Committee (CBOC) will meet quarterly beginning Monday, March 24 and will receive an orientation to serving on the committee. District plans will be presented along with an overview on bond programs and a timeline for the PE building project. Jordan Killebrew, Executive Director of Public Affairs and Communications, noted that the CBOC is formed by the Board to receive information and communicate out to the community but does not make decisions. The Office of Communications will send a press release following each meeting and maintain the Measure P Transparency webpage.

Dr. Endrijonas addressed the Department of Education's FAQ document regarding its recent "Dear Colleague" letter, both of which are being reviewed by District attorneys. There could be an impact on affinity-based graduation celebrations like Black Grad and HSI Grad but we are seeking a legal opinion. The Executive team is currently cataloguing all programming and grants that may be affected.

5.2 Budget Committee Update - C. Renbarger

Chris Renbarger, Vice President of Business Services, reported that the Budget Committee has started the process of reviewing the budget documents, including the budget development values that have been reviewed by the Board's Finance & Audit Subcommittee. The Subcommittee directed the replacement of the values with Board Policy 6225 Budget Development in the budget book.

Dr. Cornelia Alsheimer-Barthel, Faculty Association President, noted that in past meetings, the Board showed support for the values for internal processes but did not want to include them in the Board Policy. Dr. Kim Monda, Past President of the Academic Senate, suggested communicating with the Board that these values matter to constituents and there is a desire to use values as guide now. Vice President Renbarger clarified that the Board does not want this page in the budget book because certain words and phrases are too vague, such as "sufficient" and "based on need."

5.3 Finalized Priority Registration for Summer and Fall 2025 Enrollment Dates - P. Arnold

Paloma Arnold, Vice President of Student Affairs, presented finalized registration dates, with Tuition-Free Noncredit registration now separate and appearing after Credit and Dual Enrollment dates.

5.4 Program Review Process Update - J. Ramirez

Dr. Joshua Ramirez, Academic Senate President, provided an update on behalf of the Program Evaluation Committee (PEC) regarding program requests submitted from Fall 2024 that need to be ranked. He shared the program review design timeline of activities to solicit campus input and noted that redesign of the process begins in April.

6. DISCUSSION

6.1 Partnership Resource Team (PRT) Updates - R. Alexander, K. Magenau, J. Ramirez, J. Samson

Dr. Keller Magenau, Executive Director of Institutional Research, reported that the upcoming third and final visit from the PRT will be an opportunity to review progress and challenges in implementation. The team will provide feedback to us following the visit. The Institutional Effectiveness Committee (IEC) is the body charged with implementing deliverables and continuing to make progress. We are applying for a no-cost grant extension for additional time to expend funds for activities to improve Integrated Planning and Participatory Governance and Decision-Making processes.

6.2 Member Orientation Input

Members shared ideas for CPC Orientation topics such as:

- The purpose and jurisdiction of CPC in relation to other Participatory Governance committees.
- Introducing a template to document actions and measure effectiveness at the end of the year.
- Survey each committee and review results for opportunities to improve in the following year.
- Global annual training on tools and norms for all chairs and administrative support.
- Training that is collaborative and led by those with experience.
- Review visual charts with reporting structures for all committees.
- Assess Participatory Governance committees to find where they can be condensed or simplified.
- Annual self-evaluation, information for new chairs, and training on completing minutes.
- Communicating highlights and actions from committees on MySBCC.
- Structure and parameters for Participatory Governance and all committees.

6.3 Schedule of Committee and Division Reports

Members discussed the use of an ongoing calendar of items where departments and committees can add their scheduled reports.

7. FUTURE AGENDA ITEMS FOR CONSIDERATION

- Update on Bond bids (standing item on Board agenda)
- Draft of Academic Calendar (1st read April 15, 2nd May 6)
- Strategies for improving registration/enrollment process for students

8. MEETING DATES

8.1 Meeting Schedule and Agenda Item Due Dates

The next meeting of the College Planning Council will be held on Tuesday, March 18, 2025.

9. ADJOURNMENT

9.1 Adjournment

Dr. Endrijonas adjourned the meeting at 4:21 p.m.