

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
May 20, 2008
3:00 p.m. – 4:30 p.m.
A218C**

MINUTES

PRESENT: J. Friedlander, A. Scharper, I. Alarcon, D. Cooper, T. Garey, L. Auchincloss,
M. Guillen, C. Ramirez

ABSENT: P. Bishop, S. Ehrlich, J. Sullivan, B. Partee, G. Thielst, K. Molloy [Alarcon proxy]

GUESTS: J. Romo, Judy Meyer [Thielst]

1.0 Call to Order

1.1 Approval of the minutes of the April 29th CPC meeting.

M/S/C [Guillen/Auchincloss] to approve the minutes as corrected. Judy Meyer abstained.

Correction: 3.1 Update on state budget: *John Romo*

John Romo reported to the Council that he has confirmed with the Chancellor's Office that the Board of Governors will not be giving waivers for the hiring of new faculty positions in 2008 in order to maintain the ~~75%/25%~~ 75% full-time/25% part-time faculty ratio. The Chancellor did say that after the May revise if is more definitive that the \$125m reduction that we have already taken in this year's budget is not going to be one time that they will do a recalculation of base funding and that re-calculation could reduce the District's ~~75%/25%~~ 75% full-time/25% part-time faculty ratio obligation.

2.0 Announcements

There were no announcements.

3.0 Information Items

3.1 Budget update and the implications for SBCC

John Romo gave an update on the budget and recapped the May revise for community colleges which he said was quite positive He said we came out better than the K-12 system. President Romo covered six major items:

- There is almost \$70m of backfill for this year is property tax shortfall
- There is no COLA for 2008-09 to the General Fund.

- There will be an adjustment to the 2008-09 budget of \$129m to offset the projected drop in property tax revenue next year
- There is \$35.5m (1.67%) in growth for the system
- There is no change to the proposed budget reductions to categorical programs, which range from 3 to 10.89% depending upon the program
- There will be no increase in the per-unit enrollment fee.

President Romo spoke to the anticipated voter approval of Measure V. Jack Friedlander again commended John Romo on his commitment and dedication to the success of this bond measure.

John Romo communicated that we are going to require that all remaining expenditures against this year's budget be only for essential and/or health and safety items. All requisitions have to be signed by a vice president. He said we need to build our ending balances in order to help us off-set some of the cuts that we might have to make to next year's budget. President Romo said we will need to keep the freeze on filling regular classified and management vacant positions until we know if Measure V is approved by the voters. If the bond passes on June 3rd, then we will review the General Fund positions that are currently open and evaluate them on a case-by-case basis and fill those that we determine are essential for operations. That would be done in EC. With regard to categorical funding, we have asked categorical programs to make their adjustments along the guidelines of the Governor's budget but will continue to use District funds to provide core services. John Romo said that at the May study session we will inform the Board that we are planning the 2008-09 college budget with a 2% reduction to the 2008-09 General Fund. The vice presidents have been asked to look where they can find 2% to reduce from their expenditures. It was reported that \$1,300,000 was taken out of the Equipment Fund and all of the \$1.2m dollars for the facilities maintenance was taken out of the budget.

Liz Auchincloss asked that considering the Governor's budget may not be realistic, are we still going to be careful about what is reinstated? President Romo responded that we will consider each vacant position on a case-by-case and only those considered to be core to the operation of the college will be filled.

3.2 Status of the SLO Implementation Plan

Jack Friedlander reported that we have a very aggressive plan to implement SLOs at the course and program level by the end of next year which should meet the accreditation requirements. For the non-Educational Program in department/units, Darla Cooper has developed in consultation with these areas, a program review method. They do not have to have SLOs but they need to define what their outcomes are, how they will be assessed and used to improve the service, and how the outcomes of the program review ties into the college's budget and planning processes. Dr. Friedlander said that President Andreea Serban will be coming to CPC's summer meeting to discuss the accreditation standards and what changes

she will ask the Council to consider to make to its budget and planning processes so that they are in close alignment with the new accreditation standards.

4.0 Discussion items

4.1 Organizational structure for the accreditation self study

Darla Cooper discussed the organization of the committees and sub-committees for the accreditation self study. She said there are four standards; two are quite large and are broken into sub-sections. There are a total of 11 standard committees. The steering committee is made up of the co-chairs for each of the larger four standards. It will be up to the co-chairs to work together to staff their committees with members with the instruction that the committees need to have representatives from each consultation body.

4.2 Changes to *Board Policy 6251 – Principles of Budget Development* and the addition of Budget Principle 13.

The Council reviewed the latest reiteration of the Budget Principals.

M/S [Alarcon/Guillen] to approve Budget Principle 13.

Discussion: Liz Auchincloss asked how priority would be given when budget restorations are made. Jack Friedlander responded that each vice president would be given a proportional amount of the funds cut in their area. It would be up to each vice president, working through his/her own consultation process, to determine how to restore his/her cuts. Ms. Auchincloss said that is not reflected in the way in which Principle 13 is presently written. The Council modified the language to Principle 13 so that it clearly reflects the intent of the Council:

13. The District is committed to fully restoring budget reductions. Beginning with the budget year 2008/09, the District shall first reinstate the reductions prior to allocating revenues to new positions or expense on a dollar for dollar basis. Restorations will begin when budgeted revenue exceeds budgeted expense and/or ending balances exceed the budgeted increase in expenses and shall be distributed in proportion to the actual reductions across the President's Office and each vice president's budget area.

The Council agreed that the change reflected to Principle 10 should not be made and the original deleted language be restored. The Council further agreed that their charge today was to approve the language of Principle 13 and not to approve the changes recommended by EC [*as reflected in the attachment to Item 4.2*].

M/S [Garey/Guillen] to amend the main motion to accept the changes to Principal 13 and add the additional language to Principles 2, 3 and 8 and not to accept the EC recommendations to Principals 4 and 10.

The motion was carried to accept the amendment to the main motion.

The main motion was unanimously approved as amended.

Tom Garey asked that it be noted that there will be no Academic Senate action on this item until its summer July 16th meeting. It will be brought back to CPC at its summer meeting after the Academic Senate meets.

4.3 Process for establishing numerical targets for the goals and objectives in the College Plan 2008-2011.

Dr. Friedlander said that we need to establish numerical targets for each of the objectives in the College Plan. He said after meeting with several of the deans in the areas of student access and achievement, we came up with what we thought were reasonable targets for many, but not all, of the objectives in the College Plan: 2008-2011. The deans will be working with the faculty and staff in their respective areas to identify measurable numerical targets for achieving the College Plan objectives in their respective areas. The recommended numerical outcomes will come back to CPC, most likely in the fall. Jack Friedlander will be working with vice presidents to establish targets that haven't been established outside of the ones for which Educational Programs is responsible for achieving.

5.0 Other Items

5.1 Date and topics for summer CPC meeting.

Topics will include budget update: presentation by Dr. Serban on the agenda items she would like CPC to focus on in 2008-09; confirmation of numerical targets for the goals and objectives in the College Plan 2008-2011; and process for integrating outcomes of program reviews and SLOs into the college's budget and planning processes for 2008-09. Because of the low attendance at the Council meeting, a date will be determined by e-mail to Council members. **(Note: Date of July 17th at 3:00 PM has been determined)**

6.0 Adjournment