DETERMINATION OF CERTIFICATED STAFFING FOR 1981-82

Santa Barbara Community College Fact Sheet..................Buff
Certificated Requests for 1981-82...............................Blue
Disposition of Requests (2/11/81).................................White
Analysis of Staffing Requests (Examples).......................Yellow
The Cluster Leader Council met on December 10, 17, 1980 and January 12, 19 and 28, 1981 for purposes of considering the Instruction Departmental requests for certificated personnel for 1981-82. Attending some or all of the meetings were the following members:

1. Dwight Anderson (Counseling)
2. Harold P. Fairly (Physical Education and Health Technology)
3. Pope Freeman (Fine Arts and Ethnic Studies)
4. Karl Halbach (Life Science, Geology and Marine Technology)
5. Myrna Harker (Business Education)
6. Elizabeth Hodes/Interim (Physical Science, Math, Chemistry and Foreign Language)
7. Maurie Ryan (Applied Science and Technology)
8. Curtis Solberg (Social Science and Library)
9. Jinny Webber (English and Journalism)
10. Pat Huglin, Chairman
11. Shirley Conklin, Mel Elkins, John Romo and Richard Sanchez (Resource)

The requests were placed in three categories:

I. Replacement Positions (Resignation, Death or Retirement)

1. Chemistry (Larsen)
2. Director, Reading & Study Skills Center (Romo)
3. Health Technology/A.D.N. (Whiting)
4. Library (Annable)
5. Life Science (Trimble)
6. Physical Education, Dance/½ (Simons)
7. Math (Traughber)
8. Music (Bowman)

II. Positions in Impacted/Growth Areas

1. Drafting
2. Computer Science
3. Computer Science
4. Landscape Horticulture
5. Mktg, Management & Supervision
6. Mathematics
III. Other/Desirable

1. Art
2. Art
3. A.D.N.
4. A.D.N.
5. Physical Education (Athletic Trainer, Conversion of trainer from classified to certificated)
6. Theatre Arts/Drama (Costume/Make-up)

IV. Data and Information Used In Consideration of Requests

1. Departmental requests and rationale for request
2. Departmental projections (Educational plan and enrollments)
3. Enrollment Data, fourth week
4. Summary of Recommendations from the Ad Hoc Committee for Contingency Planning, Spring, 1980
5. Presentations by Department Chairpersons and/or Representatives
6. Availability of qualified part-time or temporary replacements.
7. Make up (ratio) of hourly and contract personnel within a department.

The Committee determined, early on, that they would scrutinize all requests "across the board," i.e., a replacement position might not necessarily stand up to a new position in a growth area in meeting total college needs. Accordingly, in a time of diminishing resources, a new position might well be prioritized at a higher level than a replacement category. Indeed, this did occur!

V. Recommendations

A. The Committee unanimously recommended that the following positions be forwarded to the Superintendent/President as being essential for approval in recruiting for permanent positions.

1. Computer Science/1st position (New)
2. Library (Replacement)
3. Director, Reading & Study Skills Center (Replacement)
4. A.D.N./Psychiatric Nursing (Replacement)
5. Drafting (New, but temporary contract for current year)
6. Landscape Horticulture (New, but temporary contract for current year)
7. Math (Replacement, actually 1.5 FTE....early replacement)

Note: These seven positions basically represent no increase in staffing over the current year

B. The Committee prioritized the remaining requests as follows:

1. Music (Replacement)
2. Chemistry (Replacement)
3. Marketing/Management/Supervision (New)
4. Theatre Arts: Costume and Make-up (New)
5. Art/1st position (New)
6. P.E.: .5 Dance (Replacement)
7. Computer Sciences/2nd position (New)
8. Life Sciences (Replacement)
9. Math/2nd position (New)
10. Art/2nd position (New)

(Note: All of the requests in the above category have merit, hopefully funding will be such that approval, at a later date, could be given to those positions in the higher priority category.)

C. Other

1. The 2 additional A.D.N. positions were "tabled" pending a possible contribution (Matching monies) from the local hospitals.

2. The Physical Education Trainer position (Conversion from classified to certificated) was "tabled" pending a study by the Instruction and Personnel Offices.

The CLC will meet next on February 25, 1981 at which time they take up the following order of business:

1. Consideration of Classified Personnel (Instruction)

2. Review of status of Instructional Departments identified as low enrollment programs by the Ad Hoc Committee on Contingency Planning.

PH/ml

cc: Dr. Mertes
Administrative Deans
Mr. Oroz
Conklin, Elkins, Romo, Sanchez
Department Chairpersons
Representative Council
February 11, 1981

TO: Cluster Leaders/Department Chairs

FROM: Pat Huglin, Administrative Dean, Instruction

SUBJECT: Certificated Personnel Requests for 1981-82

Dr. Mertes has responded to the C.L.C recommendations as follows:

I. Approval to Recruit for Permanent Positions
   1. Computer Science/1st Position (New)
   2. Director, Reading & Study Skills (Repl.)
   3. A.D.N./Psychiatric Nursing (Repl.)
   4. Drafting (New)
   5. Landscape Horticulture (New)
      (Note: The Drafting and Horticulture positions were temporary
      contract for the current year)

II. Approval to Recruit for Temporary Contract Positions
   1. Library (Replacement)
   2. Music (Replacement)
   3. Chemistry (Replacement)

III. Balance of Requests Are To Be Filled On An Hourly/Part-Time Basis
   1. Math (2 positions)
   2. Marketing, Management & Supervision
   3. Theatre Arts: Costume & Make-Up
   4. Art (2 positions)
   5. P.E. (Dance) ½ position
   6. Computer Science/2nd position
   7. Life Science (Repl.)

It should be noted that Dr. Mertes also agreed with the C.L.C. that all requests
had merit....the conservative response was due to two factors:
Certificated Personnel Requests for 1981-82
February 11, 1981
Page 2

1. Fiscal Uncertainty...the community colleges, at this point in history, do not have a permanent funding bill.

2. Enrollment Uncertainty...even though 1980-81 has been an "up year" in A.D.A., the long-range forecast for SBCC is for a downward trend in enrollment. The "temporary" approach on three key positions will "buy us time" for one year while we assess the outcome of the two points noted above.

Department and/or Cluster Leaders should contact Mr. Oroz/Ms. Woodward in the Personnel Office as to the preparation of Position Announcements and Recruiting Procedures.

PH/ml

cc: Dr. Mertes
    Mr. Oroz/Ms Woodward
    Administrative Deans
    S. Conklin
    M. Elkins
    J. Romo
    R. Sanchez
    Representative Council
### SANTA BARBARA COMMUNITY COLLEGE DISTRICT FACT SHEET

**1977-78** | **1978-79** | **1979-80** | **1980-81**
--- | --- | --- | ---
**COLLEGE PERSONNEL:**
Administrative/Management | 26 | 24 | 23 | 24
Faculty, Contract Full-time | 185 | 181 | 176 | 172
Faculty, Part-Time, Credit | 190 | 98 | 119 | 186
" | \( ^{Non-Credit} \) | 403 | 347 | 359 | 386
Classified | 185 | 176 | 171 | 160

**COLLEGE ENROLLMENT, FALL (CREDIT):**

- **Day**
  - Total: 6,337
  - Male: 4,126
  - Female: 4,458
  - Minority: 1,530

- **Evening**
  - Total: 2,247
  - Male: 3,767
  - Female: 4,040
  - Minority: 1,234

- **TOTAL**
  - Total: 8,584
  - Male: 7,807
  - Female: 8,495
  - Minority: 1,194

**COLLEGE ENROLLMENT, FALL (NON-CREDIT):**

- **TOTAL**
  - Total: 16,110
  - Male: 5,477
  - Female: 10,633
  - Minority: N/A

- **AVERAGE DAILY ATTENDANCE (ANNUAL REPORT):**
  - Total: 8,541 | 6,715 | 7,696 | 8,400 (est.)

- **CURRENT EXPENSE PER STUDENT (PER A.D.A.):**
  - Total: $1,406 | $1,738 | $1,677 | $1,617 (est.)

**TOTAL**

- Total: $12,010,718 | $11,672,689 | $12,908,588 | $13,584,664 (est.)

---

**Board of Trustees:**

- Joe W. Dobbs
- Eli Luria
- Gary R. Ricks
- Kathryn O. Alexander
- Sidney R. Frank
- Joyce H. Powell
- Benjamin P.J. Wells
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TWO-YEAR ACADEMIC GRADUATES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.A. &amp; A.S. Degrees</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>637</td>
<td>614</td>
<td>590</td>
<td>N/A</td>
</tr>
<tr>
<td>Certificates</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>186</td>
<td>141</td>
<td>164</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>FINANCE:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>District Assessed Valuation</td>
<td>$899,978,015</td>
<td>$972,492,425</td>
<td>$1,071,446,451</td>
<td>$1,203,115,848</td>
</tr>
<tr>
<td>% Increase Assessed Valuation</td>
<td>(28.6%)</td>
<td>(8.1%)</td>
<td>(10.18%)</td>
<td>(12.3%)</td>
</tr>
<tr>
<td>Valuation Per Unit - A.D.A.</td>
<td>105,371</td>
<td>144,824</td>
<td>139,221</td>
<td>143,228 (est.)</td>
</tr>
<tr>
<td><strong>SOURCES OF FUNDING/INCOME</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Including %):</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal</td>
<td>$684,367</td>
<td>$751,266</td>
<td>$924,239</td>
<td>$494,469</td>
</tr>
<tr>
<td></td>
<td>(5.23)</td>
<td>(5.90)</td>
<td>(6.54)</td>
<td>(3.31)</td>
</tr>
<tr>
<td>State</td>
<td>7,240,208</td>
<td>8,797,861</td>
<td>10,330,335</td>
<td>11,402,936</td>
</tr>
<tr>
<td></td>
<td>(55.34)</td>
<td>(69.07)</td>
<td>(73.09)</td>
<td>(76.39)</td>
</tr>
<tr>
<td>Local</td>
<td>4,878,529</td>
<td>2,780,886</td>
<td>2,556,625</td>
<td>2,720,387</td>
</tr>
<tr>
<td></td>
<td>(37.29)</td>
<td>(21.83)</td>
<td>(18.09)</td>
<td>(18.22)</td>
</tr>
<tr>
<td>Student Fees</td>
<td>279,854</td>
<td>407,834</td>
<td>321,823</td>
<td>310,000</td>
</tr>
<tr>
<td></td>
<td>(2.14)</td>
<td>(3.20)</td>
<td>(2.28)</td>
<td>(2.08)</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$13,082,958</td>
<td>$12,737,847</td>
<td>$14,133,022</td>
<td>$14,927,792</td>
</tr>
</tbody>
</table>

Updated: December 19, 1980
Contact: Daniel Oroz, Director
Personnel Services

/jw
1/29/81
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLIED SCIENCE &amp; TECHNOLOGY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automotive Services</td>
<td>Additional hourly instructor (8 hours) Just: To offer more evening classes.</td>
<td>Additional hourly instructor (8 hours)</td>
<td>1978/79: 3183 WSCH 1979/80: 2935 WSCH (-248 WSCH) Fall 1980: 1487 WSCH 437 WSCH/FTE (+51 units)</td>
<td>Recommended 4% cut at PHASE I. No cert. staff cuts at PHASE I, II or III. Cuts in classified hourly, hourly student and equipment. (PHASE I)</td>
</tr>
<tr>
<td>Electronics</td>
<td>1 FTE classified lab assistant. Just: Lab now open 16 hours per week for Elect 10 students. This represents 10+ TLU's that could be used more effectively. Also, need for equipment maintenance and supervision.</td>
<td>Expand offerings in both Electronics and Tech Math by 1983-84 to equivalent of 4.9 FTE. Will need to consider additional certificated contract position.</td>
<td>1978/79: 1832 WSCH 1979/80: 2199 (+367 WSCH) Fall 1980: 1679 WSCH 622 WSCH/FTE (elect. only) (+157 units)</td>
<td>No cert. staff cuts recommended at PHASE I or II. 6% cut in hourly at PHASE III. PHASE I cuts in hourly classified, dup., and equipment.</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-----------------------</td>
<td>-----------------------------------</td>
<td>----------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td></td>
<td>3.3 FTE hourly cert.</td>
<td>Just: Computer Science has shown 10%-15% increase over past 5 years. 30% growth in last two semesters. Students are being turned away. High use of certificated hourly. Increasingly difficult to attract hourlies. Planning to reorganize Comp. Sci. courses to require 4 hours. This will yield even greater increase in WSCH and will place greater demands on staff. Income generated this Fall is $117,810. Department generating income double its expenses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.0 FTE classif. instl. aids.</td>
<td></td>
<td>1979/80: 3092 WSCH (+346 WSCH)</td>
<td>PHASE III: Elimination of release time for department chairperson.</td>
</tr>
<tr>
<td></td>
<td>$1150 student hourly</td>
<td></td>
<td>Fall 1980: 2247 WSCH 510 USCH/FTE (+35 units)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$6840 hourly lab assistant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$825 CWS</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>