



**Santa Barbara City College  
College Planning Council  
Tuesday, August 17, 2010  
3:00 pm – 4:30 pm  
Luria Conference and Press Center  
Minutes**

**PRESENT:** A. Serban (Chair), I. Alarcon, O. Arellano, L. Auchincloss, J. Friedlander, R. Else, J. Friedlander, T. Garey, A. Garfinkel, M. Guillen, K. Monda, K. Neufeld, D. Nevins, C. Salazar, J. Sullivan

**ABSENT:** P. Bishop, S. Ehrlich

**GUESTS:** M. Croninger, L. Griffin, J. Meyer, K. O'Connor, M. Spaventa, L. Stark, L. Vasquez

Superintendent/President Serban called the meeting to order.

**Information Items/Announcements**

1. Full-time equivalent students reported for 2009-10 (attachment)
  - a. Superintendent/President Serban stated that the narrative in the attachment regarding the FTES report explains the implications for SBCC 2009-10 and 2010-11 funding. The bottom line is that in 2009 – 10 the college served 1,158 more FTES than was funded for by the State. If we had been funded for all enrollments, we would have received \$5.2 million more than we have been funded. Serban stated that it is very important that the college keep serving as many students as possible because 1) students need us, 2) if too many sections are cut, it is very hard to recover later when we will need to have higher enrollment levels, and 3) in 2005-06, 2006-07 and 2007-08, considered more normal times, the college was challenged in meeting its funded enrollment levels. Executive VP Friedlander spoke about what happened last fall. As a result of enrolling more students in some of the classes, these reached various levels of large enrollment classes and as a result some of the faculty received a higher TLU load resulting in higher costs overall. This Fall, faculty may accept only a certain number of students, thereby not exceeding the TLU load levels budgeted. Serban stated that when more students are served, there are added costs, and not only faculty costs, but operational costs such as grounds, maintenance, and admissions & records. Further discussion ensued.
2. Communication e-mailed on July 20, 2010 regarding the funding of program review resource requests for 2010-11 and the allocations for routine and non-routine equipment (attachments)
  - a. Superintendent/President Serban said that all Department Chairs, Managers, Supervisors, Academic Senate, and CPC members received the attached memo from VP Sullivan on July 20<sup>th</sup>. This attachment gives directions on how to purchase the four categories of equipment and facility related items funded through the program reviews last year and the non-routine and routine equipment items. If there are questions, they can be discussed at the next CPC meeting or VP Sullivan and/or Controller Griffin can answer questions between now and the next meeting.
3. Revisions of program review templates completed
  - a. Senior Director of Institutional Assessment, Research and Planning Else reported that the new program review templates are ready for use. Jordan Morris, Information

Systems Specialist will give an instructional workshop on how to use and to answer any questions.

- b. Fall 2010 current enrollments, Senior Director of Institutional Assessment, Research and Planning Else. This was not presented at this meeting.
4. August 25 at 10am there will be a signing ceremony with Brandman University for the Early Advantage Partnership (EAP). Signing will take place at the Luria Conference and Press Center.
  - a. Superintendent/President Serban stated that this is a college ceremony for signing this agreement that will help our early transfer students who chose this path.
5. On August 13, 2010, the California State Assembly Committee on Appropriations in a unanimous vote approved the Student Transfer Achievement Reform Act, [Senate Bill 1440](#) (attached). If the initiative passes the Legislature and is signed into law, community college students seeking to transfer to a California State University will have a streamlined process by fall 2011 that will save them time and money while generating resources for the two systems of higher education to serve more students.
6. Letter from Assembly person Pedro Nava (attached)
  - a. Superintendent/President Serban spoke about the attached copy of the letter she received from Assemblyperson Pedro Nava that he wrote in response to a community member complaining about reductions in course offerings in Continuing Education. Serban stated that It is a good letter because it explains areas that some community members still do not understand. It is remarkable for Assemblyperson Nava to acknowledge the efforts of a college the way he does in this letter. His letter confirms that the college has taken the right steps and has done a lot to preserve more classes than this current fiscal crisis would allow, including subsidizing classes that are no longer funded by the state, such as physical education for older adults.

## **Discussion Items**

7. College priorities for restoration of some funding to critical areas in this fiscal year for inclusion in the adopted budget for 2010-11
  - a. Revised reduction in TLUs for Spring 2011
    - i. Superintendent/President Serban stated that the assumed reductions in TLUs in the tentative budget, adopted by the SBCC Board of Trustees in June 2010, will not materialize in Spring 2011. Serban stated that there are two reasons why: 1) It has been observed that by making these cuts for Spring, as they were assumed in the tentative budget, it will create a higher level of difficulty for our students than we want to impose at this time and 2) due to the college's prudent fiscal management, the College is in a position to absorb more classes than we are funded by the state.
    - ii. Superintendent/President Serban and Executive Vice-President Friedlander further explained why the College is now in the position to absorb more classes.
    - iii. There were questions and clarifications concerning tuition for international and out-of-state students and the involvement of the state. Superintendent/President Serban stated that there is a bill working its way through the channels in Sacramento to change how the fees for out-of-state and international students are calculated so that the California Community Colleges can benefit from these

fees. Serban stated that our commitment is to serve as many students as we can and to ensure the success of each student.

- b. Augmentation of funding for counseling
    - i. Superintendent/President Serban stated two areas that need some restoration are: 1) one-on-one counseling sessions that have been reduced, and 2) the hours the Student Services Building is open. Executive Vice President Friedlander stated that he and Dean McLellan are working on a proposal based on the analysis of usage patterns in the Student Services Building in order to recommend the new hours the Student Services Building should be open and one-on-one counseling available for the students. It is a high priority.
    - ii. Academic Senate Representative Nevins made an inquiry into what kind of adjustments were made to the budget. Superintendent/President Serban stated there were additional general fund expenses that have temporarily changed our cash balance to a lower amount. Serban stated that if for core purposes, we do dip into the reserves somewhat. Serban continued to say that the College needs to keep on its prudent track because there is still no state budget and there is no definite date as to when there will be. The College still has the long term problem of the categorical programs that were cut by the state and the College has made a long term commitment to keep them functioning. Serban said that we do not know when, if ever, funding for categorical will be restored, but at this point we want to make sure that we have these kinds of core services to serve the students who are here and the students who are here need to succeed and we need to make sure they do.
  - c. Augmentation to overall hourly budget
    - i. Superintendent/President Serban stated that we may want to augment the budget for hourly workers to some degree. However before that is done, Serban would like an analysis of where the hourly funds were allocated and what the different areas need before further funds are augmented. At the end of 2009-10, there was about \$300,000 in the unrestricted general fund unspent which was budgeted for hourly workers and students.
  - d. Augmentation to equipment and construction funds
  - e. Other?
8. Proposed increase in parking citation fees (attachment)
- a. VP Sullivan reported from a memo outlining a historical summary of citation fees due and payable to the Superior Court Administration for all citation fees paid to SBCC. SBCC charges \$10 less than what the City of Santa Barbara charges for their citations. Our parking citation fees will be raised \$2.00 in January 2011 and another \$2.00 in January 2012. There was further discussion on this matter.
9. Deferred maintenance projects proposed to be funded from Measure V – funds allocated no longer sufficient to cover the costs of all projects (handout)
- a. Superintendent/President Serban said that after looking at the deferred maintenance projects that were assumed to be done with Measure V funds, it has become clear that the \$17 million set aside from the Measure V bond will not be sufficient to cover all those projects. The actual costs of some projects, particularly the bridge, ended up being way over the estimates due to the unforeseen problems with the various projects. Serban asked that VP Sullivan give a brief overview of what this means at this point in time.

Sullivan reported from the handout that listed all the projects that were put together when the College estimated the need for going into the Bond. Sullivan explained the process of initially calculating the costs of these projects, after those calculations are made, then there are the unforeseen actual costs. Currently, the estimate for all deferred projects assumed to be completed with Measure V funds is about \$21 million, \$4 million than the amount allocated from Measure V for this purpose. Sullivan stated that this is an approximate, as the final number is not yet on the spreadsheet and he explained the details in the spreadsheet. VP Sullivan said that the college needs to rely on State funding for the Schott Center and the Administration Building remodel and that won't happen until the State starts passing bonds again. CSEA President and Chair of the Classified Consultant Group Auchincloss asked about whether the college needs to inform the bond investors of the fact that the college will not be able to spend 85% of the Measure V money before November 2011, resulting in the investors having to pay taxes. VP Sullivan stated that investors will not have to pay taxes on the bond. Superintendent/President Serban stated that the College's bond counselor has given information that changes that initial information the college was given. Serban reported that the college needs to write a report with documentation as to why we are not able to spend 85% of the first issuance of the Measure V bond money by November 2011. Further discussion of the details ensued. Superintendent/President Serban stated that it is important for the CPC members to understand this information and this is the place to discuss and ask questions. Each member then is able to take the information back to their departments and constituencies.

- b. Superintendent/President Serban stated that the college needs to start transferring more money into the construction fund to ensure that the college keeps its commitment to complete all these projects. VP Sullivan reminded the members that for the last two years, only \$640,000 has been transferred to the construction fund, down from what is normally transferred. This \$640,000 barely covers only the basic annual on-going maintenance cost each year. Superintendent/President Serban explained that adjustments to the budget continue to be made after the tentative or adopted budget has been passed by the Board. The adopted budget is a snapshot in time. There will be further discussions relating to restoration of funds and Serban reminded the members that again it depends when and what the state budget will eventually pass.

Superintendent/President Serban stated that Controller Griffin will report on the College General fund restricted and unrestricted cash flow. Serban reiterated that the importance of the college reserves has never been more critical than now. Controller Griffin walked the members through the four General Fund Cash Flow reports, 2008-09 Cash Flow Report, the 2009-10 Cash Flow Report and two possible Cash Flow scenarios for 2010-11, explaining in detail the inflows and outflows, deferred payments and the ending fund balance line by line. Griffin explained the importance of the reserves, stating that if we had not had the reserves we had during the three months we did not receive our payments from the State, we would have been \$13 million in the red. There were further questions and discussion.

Superintendent/President Serban pointed out that there were significant efforts to reduce expenditures across all areas in order to create an additional \$3 million in end balances last year to add to our already good reserves. Constant attention is given to maintaining the College's reserves. There are many colleges surviving on borrowing money for their cash flow and surviving on borrowing is not the way to function as an institution. If these other colleges were to go for a bond, they would have trouble getting it because of poor

credit ratings. In the future, the money from the reduction of expenditures will go to categorical programs: EOPS, Matriculation, DSPS, rather than savings, so we will no longer have savings from reducing expenditures. Serban reiterated that at this point in time the college is in very good shape and again, it is not by chance, but by diligent work.

10. Priorities for 2010-11 – All – Not discussed at this meeting.

Superintendent/President Serban adjourned the meeting.

**Next meeting: Tuesday, September 7, 3:00-4:30pm, A - 218**