

**Santa Barbara City College
College Planning Council
Tuesday, January 17, 2012
2:00 p.m. – 4:00 p.m.**

A218C

Minutes

PRESENT:

J. Friedlander, (Chair), Acting
Superintendent/President
I. Alarcón, Past-Pres., Academic Senate;
O. Arellano, VP, Continuing Education;
L. Auchincloss, Pres., CSEA;
P. Bishop, VP Information Technology;
S. Ehrlich, VP HR & LA
J. Englert, ASB President;
K. Monda, Academic Senate Representative,
Chair Planning and Resources Committee;
K. Neufeld, VP, Academic Senate Rep;
D. Nevins, Academic Senate President;
K. O'Connor, Academic Senate
Representative;

M. Spaventa, Executive VP Ed Programs;
C. Salazar, Classified Staff Representative
J. Sullivan, VP Business Services

ABSENT:

R. Else, Sr. Dir. Inst. Assessment, Research &
Planning

GUESTS:

C. Alsheimer, Instructors' Association (IA);
L. Vasquez, ITC, Committee
S. Soltani, VP External Affairs for Student
Senate

Acting Superintendent/President Friedlander called the meeting to order and welcomed everyone back to school for the spring semester.

Approval of the minutes of the December 6, 2011 meeting

**M/S/C [Alarcon/Nevins] to approve the minutes of the December 6, 2011 CPC Meeting.
Classified Staff Representative Salazar abstained as she was absent; the rest were in favor.**

Announcements/Additions to the Agenda

1. Standard and Poor's Rating Service has reaffirmed the college's bond rating of AA+.
2. Dr. Friedlander stated that he will talk to the Board at one of its future study sessions about whether to pursue a Bond Measure and/or parcel tax. The first step would be to bring a consultant in to do the polling to see if the public would be receptive to the idea. There was further discussion regarding this matter. This money would take the pressure off the general fund and help us maintain it.

Planning and Budget Items

1. State budget update and its implications for the college.
 - a. Dr. Friedlander stated that when one first read's the Governor's proposed budget it looks like it is good news for colleges because there are no new reductions in state funding for community colleges. However, in reading it more closely, the budget calls for making

- substantial reductions in state support for community colleges if the tax measure that Governor Brown is proposing is not approved in November by the voters.
- b. If the Tax measure does not pass it would result in a \$25 million mid-year reduction in our state funding that would take place in January in 2013 and a workload reduction of 807 FTES for our college.
 - c. We will not know if the tax measure is passed until after the November 6 election and, if it is passed, whether the legislature will go forward in approving the reductions in funding for education and other vital programs. In the meantime, we will have already gone through the summer and fall terms and our spring 2013 credit schedule will have already been produced.
 - d. What the analysts are saying about the Governor's budget is that that even if the tax measure passes, far less money could be raised than what is projected in the governor's proposed budget. Dr. Friedlander continued to report that it is highly likely that when all is said and done, the state will most likely have shortfalls in this year's property tax collection, resulting in a shortfall in this year's budget. He stated that we may get another end-of-year work-load reduction for this year (2011-12) probably after the spring semester is over. He stated that then whatever budget deficit the state incurs this year gets rolled over to next year's state budget and the deficit gets compounded. That is the environment that we are in for this and the following year.
 - e. Dr. Friedlander stated that if the cuts in state funding take place as a consequence of the governor's tax measure not passing, they would go into effect in January, 2013 when our fiscal year is half over. Thus, the college would need to absorb all of the 5.6% cut in the 2013 spring term which means we would need to find ways to off-set 11% of expenses in spring, 2013. If the state budget deficit is carried forward to the 2013-14 year, it will compound the state's budget deficit. A contingency plan for reducing our budget if the proposed tax measure is not passed will be presented to CPC at a future meeting. Another impact of the Governor's proposed budget is that he is calling for a major change in Cal-Grants. Students will need to have a higher GPA in order to qualify for a Cal Grant, which will result in many community college students no longer being eligible to receive this financial support. And that is happening at a time when the fees are going up significantly. The state is making it much more restrictive to qualify and to keep BOGs and Cal Grants.
2. Implications for the college of Board of Governors' approval of the Student Success Task Force's (SSTF) recommendations.
 - a. Dr. Friedlander pointed out that everything overlaps with everything else in relation to the budget. He stated that the Board of Governors approved all the recommendations proposed by the Student Success Task Force. The recommendation that is most immediate for the college is the one stating that *"the priority to colleges needs to be on offering credit courses for certificate degrees, transfer and basically the enhanced non-credit classes. Everything else is a low priority"*. He reported that at the moment there is no legislation that requires this to happen. However, the Chancellor's Office will be keeping track of the types of courses colleges offer and has stated a numerous occasions that if colleges do not adhere to these priorities, it will seek legislation to require them to do so.

- b. Dr. Friedlander reported that a Continuing Education Task Force entitled “Achieving the Vision for Continuing Education” has been formed. One of the areas we are looking at is creating a Center for Life Long Learning, which would be a self-supporting fee based enterprise. By 2013 – 14, most of the classes that up until now have been offered as non-credit non-enhanced state funded courses will become fee based courses. The proposed Center for Lifelong Learning will be designed in a way that keeps its overhead as low as possible so that the cost of taking these self-funded fee-based classes are kept low as well. However, he said, if the mid-year budget cuts take place next year that are referenced above, the workload reduction of 807 FTES would need to be off-set by converting nearly all non-credit non-enhanced courses to fee based offerings for the 2013 winter and spring quarters and reducing the number of credit sections offered in the 2013 spring schedule. There was further discussion regarding details on the strategy of how this would be accomplished, and thoughts of how the budget situation could play out. Dr. Friedlander summed it up stating that he addressed the most immediate implication of the Student Success Task Force; however there are other recommendations that are calling for required change in legislation which we will find out about in the future.
 - c. The Chancellor’s Office is looking at programs that would support some of the recommendations of the Student Success Task Force calls for creating a state- wide system to track a student’s progress from K-12- the Ph.D levels. The recommendations of the Student Success Task Force also call for creating a centralized system for responding to student inquiries about enrolling in a particular community college and providing them with access to college policies and resources. VP Bishop and Academic Senate VP Neufeld were both at the last meeting of (TTAC) the Telecommunications and Technology Advisory Committee which advises the California Community Colleges System Office on the continued development and deployment of telecommunications and educational technologies in the California Community Colleges. They reported on the last meeting they attended and will keep CPC informed of the what transpires at future meetings on the issues of a centralized communication system tracking a student’s progress, creating standardized assessment tests, and many other things that will be done as a unified system through technology.
3. Loss of FTES we will claim for State funding this year as a result of changes in the Chancellor’s Office interpretation of Title 5 attendance accounting regulations.
- a. Dr. Friedlander stated that currently there are much stricter interpretations of existing Title 5 regulations. The changes in interpretation that affect us the most pertain to distance learning, plus hours and TBA hours. There was further discussion regarding the details of specific examples of areas that are affected by the changes.
 - b. Dr. Friedlander stated that at the end of this year the Chancellor’s Office will issue clearer rules regarding some of these Title 5 attendance accounting regulations, but until the details are sorted out, the college will not claim 620 credit FTES it will generate from the classes in question. This was decided in order to avoid putting the college at risk in terms of the next audit by claiming FTES that we have been claiming prior to the changes in the Chancellor’s Office interpretation of Title 5 Attendance Accounting Regulations.

- c. The implications of our not claiming 620 credit FTES this year is that we need to generate 65 FTES this spring to reach our funded enrollment cap and that the \$2 million in savings from cutting the 620 claimable FTES must be off-set from other areas of the college's budget.
 - d. Dr. Friedlander stated that this spring we will convert 63 non-credit classes from state supported to fee based offerings. The loss of FTES from these classes is included in the projection of our being on target to be 65 FTES under cap. As a result of adding additional credit classes this spring, we will generate the FTES needed to meet the college's funded FTES cap.
 - e. There was a discussion of the current situation regarding the potential loss of full state funding for each of the Continuing Education centers if we are no longer able to assign 1,000 FTES to each of these centers. Each center has to generate 1,000 FTES in order for the college to receive full center funding which is \$1M per center (Schott Center and Wake Center). Dr. Friedlander will keep CPC informed of the result of taking a proposal to the Chancellor's Office to grant "grandfather" full-funded status for our centers since the loss in FTES is a result of this dramatic change in state priorities in the types of classes it will pay to have offered and the college's need for this funding to keep operating these centers.
4. Budget reduction targets.
5. Strategies for reducing budget
- a. Dr. Friedlander reported that the CPC Budget Reduction Workgroup has held several meetings and discussed a number of ideas for cost savings that will not hurt students, and a number of ideas for reducing the amounts departments have to cut from their operations. The ideas will be brought to our February meetings.
 - b. Attrition is one of the major ways the college can meet its budget reduction target. This will require creative thinking on how to make the changes needed to continue, modify or no longer perform the services that were assigned to the positions. Dr. Friedlander described the approaches taken in not filling the vacant dean positions and the Risk Manager/Community Services management position. Not replacing these positions will result in substantial cost savings.
 - c. Dr. Friedlander stated that EC is evaluating the implementation of a hiring freeze. A proposal for the process of filling vacant positions will be presented to CPC.
6. Strategies for increasing revenues.
- A. Proposed plan to increase the number of out-of-state students (Att. 5)
 - a. The discussion took place around the attached proposal entitled: "Objectives and strategies to look at what it would mean for the college to increase access and enrollment for out-of-state non-resident students who can benefit from the college's nationally recognized programs and services." More refined and detailed data will be brought to the next CPC Meeting.
 - B. Increase in the number of international students attending the college this spring.

1. Currently, the college is below cap in attendance numbers, even though there were 250 more students attending this year than last year.
 2. A proposal will be brought to the Board to increase international and out-of-state student fees by \$2.00 per unit starting in fall. This, coupled with the \$10 per unit increase in resident fees would bring the proposed increase in the per unit fee charged to out-of-state and to international students. This will generate additional revenue for the college.
- C. Request to increase staff support for International Students Program (Att. 6)
The attached proposal from the Senior Director of International Programs Smith is a request for converting the part time admissions person processing applications into a full time admissions person. The proposal includes an analysis of staff and a comparison of the number of staff per international student enrollments in place at other California community colleges. Currently, there is a part time staff member and a student working on the applications. The job is more than just looking at applications; it is looking at the financial guarantee that documents that the students present and their academic records; we need to make sure they have an appropriate background and the finances to cover it.
- Currently the staff in the International Students unit is overworked. If we do want to maintain or increase the number of International Students, we will need the staffing levels required to do so. Dr. Friedlander stated that before talking to the board about this proposal, he wants CPC's internal feedback first since there are other areas of the college that would be impacted. Do we really want to grow in this area? CSEA President Auchincloss reminded the members that an employee from one area that is cutting could move into that position.
- D. Foundation Fundraising Priorities (Att. 7) - Strategies for increasing revenues from Community Services and Food Services Operations.

Action Items

College Plan: 2012-14: 25 minutes

1. College Plan: 2012 – 14 (Att. 8) - The College Plan will be brought to the Academic Senate and then to CPC prior to being brought to the Board of Trustees.

Dr. Friedlander asked for a motion to adjourn the meeting.

M/S/C [Nevins/Neufeld] to adjourn the meeting. All in favor.

Next CPC Meeting: Tuesday, February 7, 3:00 p.m. – 4:30 p.m. – A218C