

SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL

March 19, 1996
3:00 p.m. - A218C

MINUTES

PRESENT: J. Friedlander, Chair, D. Barthelmess, L. Fairly, B. Hamre, C. Hanson, T. Garey, J. Peterson, K. O'Connor, D. Oroz, J. Romo, W. Sutton

GUESTS: Charles Bennett, Pat Kistler, Keith McLellan, and Lois Phillips

1.0 CALL TO ORDER

The meeting was called to order by Dr. Friedlander at 3:05 p.m.

2.0 ACTION ITEMS

Hearing Stage: Student Services Request to Hire A Full-Time Permanent Categorically-Funded Clerk

Keith McLellan distributed a summary of the request for the reallocation of existing categorical funds to hire a full-time clerk. Mr. McLellan noted that recent changes in the counseling system have resulted in altering the ways that matriculation and counseling services are delivered. Emphasis on student responsibility and involvement and the increased use of technology to access information resources is increasing the demand for skilled personnel to assist students in obtaining information. The proposed position would be full-time, 12 months. Mr. McLellan and Mrs. Fairly confirmed the stability of the Matriculation funds. The proposed budget represents less than a \$600 increase in total funds allocated to counseling services.

3.0 REPORTS/DISCUSSION

Bill Hamre distributed copies of **Standard One: Accreditation Self-Study: Project Redesign**. He asked that members review this standard carefully since it delineates the role of CPC as the Project Redesign steering Committee. Charles Hanson stated that **Phase 2 of Project Redesign Accreditation Standard Seven: Financial Resource** was distributed to CPC members via e-mail and that the Academic Senate's Planning and Resources Committee will be reviewing it at its next meeting. Mrs. Peterson noted that **Phase 2 of Project Redesign Standard Eight: Governance and Administration** has been reviewed by the Academic Senate's Resources and Planning Committee, which made extensive revisions in the section, "The College Faculty....(page 5)." Mrs. Peterson asked that members review each document prior to CPC's final action on these three standards in April or early May. Any feed back should be directed to the chairperson of each standard, who will then forward appropriate revisions to Ms. Peterson for incorporation into the final drafts.

(At this point in the meeting, the agenda moved to a continuation of the discussions on CPC's Strategic Plan. Notes from this discussion will be distributed at a later date.)

AA:jdm

cc: Deans/Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, College Information, **The Channels**

SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL

March 26, 1996
3:00 p.m. - A218C

MINUTES

PRESENT: J. Friedlander, Chair, D. Barthelmess, L. Fairly, T. Garey, J. Peterson,
K. O'Connor, D. Oroz, L. Auchincloss (for B. Hull), D. Pickering (for C. Hanson)
W. Sutton
ABSENT: B. Hamre, C. Hanson, J. Romo (All excused)
GUESTS: K. McLellan

1.0 CALL TO ORDER

The meeting was called to order by Chair Friedlander at 3:06 p.m.

2.0 ACTION ITEMS

2.1 Student Services Request for a Permanent Full-time Classified Position

Mrs. Fairly reviewed the background for the request for a permanent full-time categorically funded clerk position in Counseling. The proposal converts 2 existing hourly clerk positions into one permanent full-time position and a third existing categorical hourly position would be reduced from 19.5 hours to 7.5 hours per week. This position would be funded from the allocation of existing categorical funds, including Matriculation. In response to concerns raised about how this reallocation of funds might impact Matriculation/Assessment services, Mrs. Fairly and Mr. McLellan stated that filling the currently vacant hourly position in Matriculation would be delayed until 1996-97. It was also noted that the proposed new position aligns with the objectives of Student Services Redesign Projects.

M/S/C PETERSON/FAIRLY: To recommend approval of the Student Services request for a permanent full-time clerk position to be funded from the reallocation of existing categorical funds.

Ayes: 7 Abst.: 1

2.2 Standard Seven: Financial Resources

Members suggested that the Project Redesign portion of Standard Seven should be revised to include the following points: (1) need for a general statement regarding the impact of project redesign on support personnel; (2) identify processes or mechanisms to be implemented to affect cost savings; and (3) identify potential savings and potential costs of Project Redesign.

(At this point of the meeting, the agenda moved to the continuation of the discussions on CPC's Strategic Plan. Notes from this discussion will be distributed separately.)

AA:jdm

cc: Cabinet, Deans/Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, College Information, **The Channels**

**SANTA BARBARA CITY COLLEGE
1996-99 COLLEGE PLAN**

**COLLEGE PLANNING COUNCIL
DRAFT
APRIL 11, 1996**

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