

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
DISTRICT TECHNOLOGY COMMITTEE**

**May 7, 2002
3:00-4:30 PM
Room A218C**

MINUTES

PRESENT: J. Friedlander, B. Fahnestock, S. Ehrlich, B. Hamre, L. Fairly, K. McLellan, L. Rose, K. Hanna, T. Garey, R. Launier and J. Chase. Dr. MacDougall joined the meeting at 3:00 PM.

RESOURCE: A. Serban

PRESENT DTC: M. Gallegos, L. Vasquez, K. O'Connor, M. Ferrer and K. Richards

ABSENT: Student Representative

1.0 Call to Order

Chairperson Jack Friedlander called the meeting to order at 3:00 PM.

1.1 Approval of the minutes of the April 16th CPC meeting

The approval of the minutes was tabled until the next meeting.

1.2 Announcements

Dr. Friedlander announced that the Board of Trustees was having a closed session this Thursday to discuss the next step with respect to the Superintendent/President search.

2.0 Information Items

**2.1 Discussion of potential implications of state budget crisis for SBCC
(Dr. MacDougall)**

Dr. Friedlander prefaced Dr. MacDougall's presentation by saying that it is important for the Council to be updated on the status of discussions on the state budget for 2002-2003 and the implications of the various budget scenarios that can occur for the colleges. Dr. MacDougall distributed an outline of his presentation.

I. What is the immediate significant problem that presents itself to the California community colleges in terms of funding?

There is a \$22b deficit on a \$100b annual budget.

II. The long term problem – under-funding

Dr. MacDougall summarized a recent report entitled *Proposition 98 & California Community Colleges: A History of Broken Promises* authored by staff from the Contra Costa Community College District. The article states that community colleges, by law, are to receive 11% of Prop 98 funds with the balance going to K-12. These are the only two entities that are funded under Prop 98. A chart provided in the handout illustrated the cumulative effect of community colleges not being given the allocation to which they are entitled by law. Another chart distributed by the California League for Community Colleges shows the same outcome. Over the last five years over \$1b would have come into the system if the system had only been funded at the level that is required by law (11%). Dr. MacDougall went on to give a comparison of revenue per full-time students between UC, CSU, the community college system and K-12 from 1996 to present. The data reveals the community colleges receive significantly less funds per FTES than does UC, CSU and the K-12 educational systems. The Education Commission of the States survey (Nov. 2000) indicates that California community colleges rank number 41 among the 50 states in funding per student (\$4,017).

III. Present problem – short or long term

Dr. MacDougall discussed two articles from the *Santa Barbara News-Press*. The first discusses the state's economic rebound which will bring more jobs and people to the state. The second article discusses the probability that it will take years for California to reach the revenue levels it enjoyed in the past few years. As a result of the excessive spike in income built on one-time sources such as capital gains and the selling of stock options. Unfortunately, the state allocated these one-time revenues from the sale of securities and stock options to support new on-going expenses. With the decline in the stock market and the shakeout that has taken place in the high-tech industry, the revenue from the sale of securities and stock options are no longer available to support the on-going expenses for which this income was allocated. This accounts for much of the deficit the state is now facing. It will take some time to recover from this unfortunate spending strategy. The severity of the problem is short term, but it will take several years for the state's budget to grow to the level it had reached a year or two ago.

IV. The likely legislative response to these issues

An article published in the Los Angeles Times entitled, *State Borrowing Plan is Unveiled*, makes the assumption that in order to meet the financial obligations at the beginning of the new fiscal year, the state will need to borrow up to \$11b to meet expenses. Another article by George Skelton, *Call Up That Old-Time Budget Magic*, states that no major budget cuts will be reflected in the July budget. After the election in November, some of the more difficult budget decisions will be made such as the need and means for generating additional revenue. Dr. MacDougall stated that there is a reasonable chance that we could see user fees going up throughout the UC, CSU and the community college system. State Senator Jack O'Connell's response to a question posed by Dr. Friedlander at a college sponsored luncheon this past Friday regarding whether Prop 98 will be lifted was that the Governor and the Legislature will do everything they can to avoid this from occurring. The Legislature and the Governor will attempt to augment Prop 98 with funds that have little direct connection to the needs of K-14 as a way of meeting the spending mandate without having to increase the allocation of state dollars to support these two educational systems.

V. Thoughts regarding the California Community College system capacity to effect change at the State level

In an article entitled, *Community colleges need lessons in lobbying*, Dan Walters argues that community colleges do not have the clout to be influential in affecting the budget and as such are vulnerable to budget reductions. Dr. MacDougall added community colleges statewide reacted effectively this year to the budget cuts in instructional equipment and maintenance allocations and the Governor has responded by restoring some of the funding. Dr. MacDougall stressed the need to be more aggressive in our lobbying efforts.

VI. What other strategies can be considered in regard to funding and correcting the funding problem?

- Create new designated revenue streams such as taxes and categorical funding from sources other than Prop 98.
- Sponsor a statewide referendum to guarantee a specified level of financial suggested for community colleges.
- Sue the state for lost funds that resulted from not fully funding the percentage of Prop 98 funds that was designated for community colleges.
- Create program-appropriate funding levels.
- Student fee increase. (Dr. MacDougall noted that student fees are considered property tax and become part of Prop 98 income. Community colleges receive 11 percent and K-12 receives 89 percent

of Prop 98 income. If a fee was targeted to a specific function such as a technology, it could avoid falling into the property tax realm.)

VII. SBCC's role

Dr. MacDougall concluded by saying that he has attempted to give an overview of what we are facing next year from a historical perspective. If the economy rebounds effectively, it will still take time to remedy the impact of the budget shortfall. The likely legislative response is not to be too sympathetic toward the community colleges. They most likely will not act in July but rather after the November election. We have to develop strategies to try to be more effective lobbying at the state level. What the Governor proposes in his May revision is not necessarily what the Legislature will approve and what will be included in the final budget.

Keith McLellan asked how the budget reductions would affect the college's budget decisions for next year. Dr. MacDougall said that we would respond very slowly and systematically and would try to maintain all that we worked so hard to build during that time period without taking any drastic action until we have a longer term picture of what is going on. We are in a reasonably sound position to be able to do that depending upon the severity of the budget cuts.

Dr. MacDougall responded that a fairly severe impact would be an increase in fees and a cap on the funding of certain areas (i.e., vocational, recreational and physical education courses). Significant growth in the system over the past five-to-ten years has taken place in the area of physical education and recreation classes. Another area that could be targeted is the categorical programs (i.e., EOPS, DSPS, matriculation) The funding could collapse into one allocation and the college could be asked to meet the challenge of delivering all these programs without having the restrictions we've had before. Dr. MacDougall feels we should rally against this strategy because we've worked very hard to develop these excellent programs.

Tom Garey questioned whether the state would consider not cutting the amount per FTES funding but rather reduce the amount of FTES they would fund. Is this a viable possibility and what are the implications? Dr. MacDougall responded that even in the worst financial periods in the history of the state growth was funded. Dr. MacDougall said that one could argue that the most important thing for the college is to receive a COLA. The reason is that you do not want to decrease the purchasing power that you have and become less capable of doing business.

Dr. Friedlander added that Cabinet is revisiting the role of CPC in the budgeting and planning process. Members of the Cabinet also talked about the need to establish a master planning and budgeting calendar. Andreea will provide an overview of the first draft of the master planning calendar later in the agenda. The master planning calendar will coincide with critical times during the year

when we will have intelligence/or lack of intelligence from the state on budget allocations for the present year in terms of funded FTES and proposed funding and FTES growth for the following year.

DTC Meeting

3.0 Information Items

There were no information items.

4.0 Discussion Items

4.1 Computer Use Procedures

Sue Ehrlich distributed a draft of the Computer Use Procedures. The need for these procedures has become more obvious as technology proliferates and its importance to our work increases. The document is intended to be educational and the goal is to keep users responsible by keeping them informed. A second use is to deal with violations of these procedures. This document does not change any existing college disciplinary procedures. It is neutral with respect to the issue of academic freedom. It is drafted in such a way that it can be broken out into critical smaller documents to be available to faculty, staff and students. In dealing with whether our technological resources are properly protected we have the existing college disciplinary procedures but people who are the system administrators become consultants or partners in the process of making the evaluation of whether or not it is being used appropriately. Sue thanked members of the IRD staff and ITC for working with her to develop these procedures. She will be taking the Computer Use Policies to the Board's Educational Policies Committee today but that will not preclude further input from ITC and CPC. Sue indicated that there is a brief policy statement enacted by the Board of Trustees that is a companion to the Computer Use Policies. This document will be on the Academic Senate's May 15th agenda for ratification and will be an action item for approval on the CPC/DTC May 21st agenda.

Lynda Fairly suggested that a one-page document be prepared for students as they will not read the whole procedures document. Sue responded that once the procedures are finalized, she will work with Bill Hamre to have a one-page policy pop up on the computer when logging on. Kathy O'Connor added that the labs on campus already have a computer procedures alert with even more stringent and explicit rules than the general procedures. Jack suggested that a summary is also needed for faculty and staff because it is unlikely they will read the whole document.

4.2 2000-2004 Web Development Plan

Bill Hamre distributed an outline of his presentation of the 2000-2004 Web Development Plan in which he discussed major initiatives, the timelines for those initiatives and the implications for CPC and DTC. The major priorities are:

- **Implement Oracle Student System (OSS)**

Jane Craven is the overall project manager. There are a number of implementation work groups that have been working over the last several months on the redesign projects that were initiated as part of Project Redesign. The work groups are validating the process flows that were envisioned.

- **Implement the student portal (SBCC Pipeline)**

Michael Gallegos has been leading a number of work groups in developing content for the student portal and for training faculty and students on the portal technology. IRD has been scripting the student account setups and integration of third-party projects like DARS and the Horizon Library System.

- **Implement SBCC Intranet Portal**

Gail Johnson has been leading this project. Andreea Serban is playing a large role in terms of developing the decision support area. Other people in their respective areas have been working in identifying the documents, policies and procedures content we see envisioned for the intranet portal. Liz Auchincloss will be developing the training for the staff members who will be managing web content as well as end-user training in the fall.

- **Expand Online College and WebCT**

Michael Gallegos and Jack Friedlander will be exploring with the deans and department chairs the feasibility of expanding Online College offerings leading to the completion of degrees and certificates. In addition, faculty will be encouraged to use WebCT to post course-related materials that students can access via Campus Pipeline. Dr. Friedlander stated that one of the major activities that we will be engaged in under Michael's leadership is the development of an instructional technology plan. Dean Gallegos will work with a cross-functional team of faculty, classified staff and administrators to develop this plan.

- **Upgrade and integrate Oracle Financial and Human Resources Applications**

On the financial side, applications will be moved from a client server environment to a web environment. There will be a major restructuring of the financial implementation. Human Resources has been implemented on a web version. Since we have had these two systems in different technologies we need to integrate the data between those two applications once they are on the same platform.

- **Oracle 11i upgrade.** Bill has been working with Brian and his staff to build the plan for the 11i upgrade in finance. It is a less challenging upgrade for HR since they are already in a web framework. We are still discussing when might be the best time to do the production upgrade.

- **Move to Web ASP (Applications Service Provider) Model for Applications**

This is an externally hosted environment for a set of the college's complete applications. The service provider takes responsibility for managing the network, hardware, operating system and applications. Bill has been working on exploring the option for outsourcing the hosting and 7x24x365 technical support for the college's applications programs and is examining the capabilities of several external vendors for providing these services as well as the estimated costs.

Keith McLellan pointed out that the work that is being done on sbcc.edu in terms of policies, procedures templates as well as other third-party software tools is not assimilated in the development plan. Bill responded that his presentation focused on the college's major project initiatives. We still are continuing to evolve the policies and procedures for the www.sbcc.edu site. Keith feels it still needs to be listed as one of the major initiatives that is being developed. The college's web site is a primary tool that is used by each of the college's internal and external constituent groups. Lana inquired what the projected staffing would be to support these initiatives. Dr. Friedlander indicated that this is a critical question. As we learn more about these different products, the implications for staffing, training and increased costs need to be identified. Bill said at the next meeting, at least in broad terms he will identify the resource implications for each of these resources, but the discussion about the funding and prioritization will continue through fall.

4.3 New technology initiative proposals (*to be ranked by ITC at its May 10th meeting*).

Laura Vasquez distributed a spreadsheet showing the new technology initiatives proposed by Educational Programs departments that will be ranked at the ITC meeting on May 10th. The ranking will be brought back to CPC/DTC on May 21st for ranking with new technology initiatives from the other divisions of the college. Dr. Friedlander indicated that there is \$140k available for new initiatives. Lynda Fairly questioned whether Continuing Education gets its percentage of the \$140k or does it compete for funding with other units of the college. Dr. Friedlander responded that the answer to this question will have to be researched.

Tom Garey inquired about the college's status with Oracle and what, if any, are implications in light of what is going on with the controversy taking place at the state level with the contract it entered into with Oracle. Bill Hamre responded that there is no implication for the college. We have reached our licensing agreement with Oracle four and one-half years ago. We recently re-codified our agreements for what we are receiving for participating in the SIS partnership which includes several hundred days of free consulting plus Oracle credits of more than half-million dollars to the college for its participation. We have allocated the resources for the SIS implementation including dollars for backfill for staff. Oracle has in place a new management team on the SIS development.

4.4 Technology issues

Tabled until the next meeting.

5.0 Action Items

There were no action items.

CPC MEETING

6.0 Further Information Items

6.1 Facilities projects update

Brian Fahnestock distributed an update of the construction fund projects currently underway which include:

- EBS (formerly LSG) completion July 10
 - Transformer May 12
 - Sidewalk replacement up to auto quad entry
 - Landscape design & installation
 - Move from Science Village
- Modification of Science Village for further use
- Campus sign project
- Pershing Park Creek maintenance
- ADA entry project
- OE 184 evaluation
- Schott Center renovations
- Gym floor resurfacing
- Fitness Center expansion
- La Playa turf replacement
- The Five-year plan submitted to State – May 17, 2001
 - Final Project Proposal (FPP)
 - High Tech Building (School of Media Arts) \$19.7m
 - General Classroom Building
 - Multi-disciplinary Building
 - Physical Science remodel (safety)
 - Gym classroom addition
 - Initial project proposal
 - Footbridge replacement
 - Secondary effects of High-Tech Building

Brian also informed the Council of the proposed fencing to the Environmental Horticulture Garden to protect the plantings from vandalism.

A chart was also presented that showed past and projected usage for natural gas and electricity on campus. For 2002-2003, it is projected that the cost for natural gas will rise 25.1% (\$109,630) and 13.1% for electricity (\$1,277,534).

7.0 Discussion Items [tabled until next meeting]

- 7.1 Role of CPC in the planning and budgeting process: process for preparing the master planning calendar
- 7.2 Request to use financial aid administrative overhead dollars provided to the college from the federal government to support a new financial aid special program assistant position
- 7.3 Membership of CPC

8.0 Action Items

None

9.0 Other Items

There were no other items

10. Adjournment