

**Santa Barbara City College**  
**College Planning Council+ Retreat**  
**Tuesday, October 20, 2015**  
**BC214**  
**1:00-4:00 p.m.**

**Minutes**

**1.0 PRESENT:**

L. Gaskin, Chair, President  
E. Auchincloss, President, CSEA  
P. Bishop, Vice President, Information Technology  
M. Broomfield, Advancing Leadership Committee Representative  
P. Butler, Chair, Planning & Resource Committee  
P. English, VP, Human Resources  
K. Monda, President, Academic Senate  
M. Marino, Associated Student Government Representative  
J. McPheter, Classified Staff Representative  
K. O'Connor, Academic Senate Representative  
C. Salazar, Classified Staff Representative  
C. Smith, Advancing Leadership Committee Representative  
M. Spaventa, Interim Executive Vice President  
P. Stark, Academic Senate Representative  
J. Sullivan, VP, Business Services  
L. Vasquez, VP, Academic Senate

**ABSENT:**

R. Else, Sr. Director, Institutional Assessment, Research and Planning (non-voting)

**CPC+ MEMBERS:**

Academic Senate

C. Alsheimer-Barthel, Academic Senate Representative  
R. Napoleon, Academic Senate Representative

Advancing Leadership Committee

V. Pelton, Coordinator, Enrollment Services  
K. Sophiea, Director, Marketing

Associated Student Government

I. Eaves, President  
J. Rodriguez, Senator

Classified Consultation Group

E. Erhardt, DE & LMS Support Specialist  
E. Stein, Career Technology Educational Programs Outreach Coordinator

President's Cabinet

K. Neufeld, Dean, Educational Programs

B. Partee, Dean, Educational Programs

**GUESTS:**

J. Friedlander, Executive Vice President

**2.0 CALL TO ORDER**

2.1 Approval of 10/6/15 Minutes

**M/S/C (Butler/McPheter) to approve the 10/6/15 minutes. 15 approved. Motion passed.**

**3.0 ANNOUNCEMENTS**

3.1 Dr. Jack Friedlander announced that, per agreement at the October 29, 2015 meeting, the proposal to hire a Research Analyst for the Institutional Assessment, Research and Planning Department was brought before the Student Equity Committee (SEC) and the Student Success and Support Program Committee (SSSP) for consultation. The committees approved the proposal and hiring for the position will move forward.

**4.0 INFORMATION ITEMS**

4.1 West Campus Installation Work Group – L. Gaskin

CPC members were asked to submit the name of a constituent who will participate in the West Campus Installation Work Group. The following individuals have agreed to serve on the work group:

- Mark Broomfield -Advancing Leadership Committee
- Jack Friedlander - President's Cabinet
- Cindy Salazar - Classified Staff
- Annette Cordero - Faculty
- Kim Monda - Faculty

Mathew Marino requested more time to discuss the choice of a student representative with members of the Associated Student Government.

**5.0 DISCUSSION ITEMS**

**5.1 Two Summer Sessions and Related Issues – L. Gaskin (Att. Academic Senate Motion Two Summer Sessions)**

Dr. Gaskin prefaced the discussion with an assumption. She stated that the college currently does not have available ongoing discretionary resources to address any related issues generated by holding two summer sessions. Rather, a reallocation of resources would need to take place.

Joe Sullivan presented a proposal for identifying the problems and possible solutions with regard to the implementation of a second summer session via meetings between department managers and their staff.

CPC and CPC+ members held a lengthy discussion regarding the matter of holding two consecutive summer sessions and related concerns. The following issues were identified:

- Identify departmental needs
- Improve business processes
- Submit grades timely
- Faculty and staff vacation
- Flex days – all in the fall term?
- Spring break – do we need it?
- Start spring semester early?
- Application deadlines
- Compress priority registration blocks and start later
- Winter intersession
- 8-week summer session
- Quarter system
- Annual schedule of course offerings
- Smart course offerings

It was agreed that the identification of departmental needs including faculty and staff vacation time, ascertaining students' needs in terms of course offerings, and the academic calendar were of utmost importance.

CPC+ members endorsed Joe Sullivan bringing his proposal to identify departmental needs and possible solutions to the management groups.

It was further agreed to create a work group to address the academic calendar. The following people volunteered for the work group:

- Ben Partee
- Joe Sullivan (chair)
- Joyce McPheter
- Karen Sophiea
- Kenley Neufeld
- Kim Monda
- Liz Auchincloss
- Marilyn Spaventa
- Michael Medel
- Priscilla Butler
- Vanessa Pelton

Dr. Gaskin suggested inviting Allison Canning to join the group.

## **7.0 ADJOURNMENT**

7.1 The next CPC meeting is scheduled for Tuesday, November 3, 2015 in A218C from 3:00-4:30 p.m.