

Santa Barbara City College
College Planning Council
Tuesday, November 17, 2015
3:00-4:30 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
R. Else, Sr. Director, Institutional Assessment, Research and Planning (non-voting)
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

GUEST SPEAKERS:

J. Friedlander, Executive Vice President

2.0 CALL TO ORDER

2.1 Approval of 11/3/15 Minutes (Att. [11/3/15 CPC Minutes](#))

M/S/C (Vasquez/Bishop) to approve the 11/3/15 minutes. The motion passed unanimously.

3.0 ANNOUNCEMENTS

4.0 INFORMATION ITEMS

5.0 DISCUSSION ITEMS

5.1 Projects Funded by Student Equity Allocation: First Reading – M. Spaventa

Marilynn Spaventa presented a draft of the Student Equity Plan (SEP) as well as a brief history of the plan. The college received its Student Equity allocation of \$1,349,137 on October 20, 2015. The Chancellor's Office has extended the due date for the SEP to December 18, 2015. Ms. Spaventa informed Council that the Student Equity Committee (SEC) has been working on prioritizing project proposals. She noted that she has engaged Dr. Darla Cooper, Director of Research and Evaluation for the Research and Planning Group for the California Community Colleges (RP Group), to assist in drafting the plan.

The Student Equity Committee set goals with an emphasis on groups that were not included in last year's plan. These included foster youth, African American students, and students with disabilities. Ms. Spaventa stated that the committee will, over the course of the next year, conduct research with regard to these groups and the areas in which they are most impacted.

Several components of the SEP were reviewed including *Access, Course Completion, ESL and Basic Skills Completion, Degree and Certificate Completion, Transfer, and College-wide Initiatives*. She also presented a draft of the SEP's budget.

Questions and discussion ensued.

A second draft of the Student Equity Plan and the Equity Budget 2014-2016 will be presented for action at the next CPC meeting on December 1, 2015.

The support documents presented at the meeting will be posted on the website.

6.0 ACTION ITEMS

- 6.1 Request for Approval to Make Budget Transfers to Backfill AHS/GED Lab Teaching Assistant Budget: Second Reading – M. Spaventa

M/S/C (Monda/Smith) to approve budget transfers to backfill AHS/GED Lab Teaching Assistant budget. Motion passed unanimously.

- 6.2 Educational Master Plan – J. Friedlander (Att. [Educational Master Plan Final Version](#))

Robert Else reviewed the revisions to the Educational Master Plan (EMP) as agreed upon at the November 3, 2015 meeting. Mr. Else began his presentation by noting the inclusion of the *Revision History* (p. 4), followed by changes made to the *Integrated Planning diagram*. The Components of the Education Master Plan Annual Progress Report (p. 14) was revised to incorporate the data submitted by departments to Program Review. Mr. Else noted that *Part 1: PEC Best Practices* will remain the same, but that *Part 2: Program Review Goals Linked to the EMP*, *Part 3: Initiatives Outside Program Review*, and *Part 4: Quantitative Measures* have been added or amended. He further noted that, rather than producing the report each spring, the report would be available each year in the fall.

It was suggested and agreed to delete the “*M & M Guiding Principles*” diagram and to change the color of the text on the *Integrated Planning diagram*.

Discussion ensued. With regard to concern over the amount of data gathered in Program Review and its impact on Part 2 of the EMP Annual Progress Report, Dr. Gaskin urged Council to maintain the compilation of such data as it informs the college of trends which can impact EMP planning updates. Mr. Else added, like the EMP's strategic goals, Program Review data helps the college look for lines of progress.

M/S/C (O'Connor/Vasquez) to approve the Educational Master Plan with changes. Motion passed unanimously.

7.0 ADJOURNMENT

- 7.1 The next CPC meeting is scheduled for Tuesday, December 1, 2015 in room A218C from 3:00-4:30 p.m.