

**Santa Barbara City College**  
**College Planning Council**  
**Tuesday, February 16, 2016**  
**3:00-4:30 p.m.**  
**Minutes**

**1.0 PRESENT:**

L. Gaskin, Chair, President  
E. Auchincloss, President, CSEA  
P. Bishop, Vice President, Information Technology  
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 (non-voting)  
J. McPheter, Classified Staff Representative  
K. O'Connor, Academic Senate Representative  
V. Pelton, Advancing Leadership Committee Representative (for Mark Broomfield)  
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:**

M. Broomfield, Advancing Leadership Committee Representative

**2.0 CALL TO ORDER**

2.1 Approval of 2/2/16 Minutes (Att. [2/2/16 CPC Minutes](#))

**M/S/C (Auchincloss/Butler) to approve the 2/2/16 minutes. The motion passed unanimously.**

**3.0 ANNOUNCEMENTS**

**4.0 INFORMATION ITEMS**

**5.0 DISCUSSION ITEMS**

5.1 2016-17 Budget Development – L. Gaskin (Att. [2015-16 FTES Projections – P1 Jan 17 2016; SBCC and Stability Funding](#))

Dr. Gaskin opened the discussion by giving Council the opportunity to discuss the impact of declining enrollment on the college's revenues. She explained that the projected 7% drop in enrollment will impact the college's 2016-17 budget which is in the initial development stages. Because the college will be serving fewer students, Dr. Gaskin said she was considering contacting budget managers with a message to carefully examine their budgets in order to identify where they might reduce expenditures. Discussion ensued. It was agreed that the message should include the assurance that the realignment of department funding would not necessarily go forward with each

successive budget, and that department budgets would continue to be reviewed and assessed on an annual basis. Communication among departmental staff, faculty and administrators regarding budget requests was stressed, as was the need to clarify, for the college and for the community, the concepts of “categorical funds,” “stability funding,” and “college carrying capacity.”

It was suggested that a combination of approaches be used when developing the 2016-17 budget, including the initial call to budget managers, the review of budgets by each departments’ dean or administrator, and the final departmental budget reviews performed by the college’s fiscal services.

Joe Sullivan informed Council that he will provide budget projections by mid-April. Likewise, Robert Else will provide the 2015-16 FTES projections by mid-April.

The issue of the college’s carrying capacity was discussed. Dr. Gaskin provided a brief history of the college’s enrollment from the early 2000’s, explaining how the college’s continued growth is both unsustainable and has negatively impacted the community. She emphasized how important it is for the college to establish an enrollment that’s better aligned with the college’s capacity. However, in response to some concerns expressed by Council members, Dr. Gaskin noted that program innovation and improvement are not necessarily tied to declining enrollment, and that she has allocated \$175,000 from discretionary Foundation funds and from the Aspen Prize fund to support program innovation.

CPC was reminded that some programs such as Dual Enrollment, online and non-credit courses provide constructive growth as they serve students and the community, while not increasing the physical population of the campus. Council agreed on the importance of communicating, to the Board of Trustees and to the community, the many benefits provided by SBCC.

Marilynn Spaventa added that the Enrollment Management Committee met recently and is looking at areas in our community where students are not being well served, as well as emphasizing retention over growth.

Staffing, in light of declining enrollment, was also discussed. Under the circumstances, Dr. Gaskin recommended that the college not engage in ranking new classified positions for 2016-17. After Council debated the advantages and disadvantages associated with ranking new classified positions, Dr. Gaskin requested a show of hands and it was agreed to continue the tradition of ranking new classified positions requested in this year’s Program Review.

It was suggested and agreed to agendize the development of a plan for assessing the two summer session structure. Upon request, Joe Sullivan will provide documentation of feedback regarding the 2015-16 summer sessions.

## **6.0 ACTION ITEMS**

## **7.0 ADJOURNMENT**

- 7.1 The next CPC meeting is scheduled for Tuesday, March 1, 2016 in room A218C from 3:00-4:30 p.m.