

**Santa Barbara City College**  
**College Planning Council**  
**Tuesday, April 5, 2016**  
**3:00-4:30 p.m.**

**Minutes**

**1.0 PRESENT:**

E. Auchincloss, President, CSEA  
P. Bishop, Vice President, Information Technology  
M. Broomfield, Advancing Leadership Committee Representative  
P. Butler, Chair, Planning & Resource Committee  
K. Monda, President, Academic Senate  
M. Marino, Associated Student Government Representative (non-voting)  
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, Vice President, Business Services  
L. Vasquez, Vice President, Academic Senate

**ABSENT:**

L. Gaskin, Chair, President  
R. Else, Sr. Director, Institutional Assessment, Research and Planning (non-voting)  
P. English, Vice President, Human Resources

**GUESTS:**

L. Maas, Controller

**2.0 CALL TO ORDER**

2.1 Approval of 3/15/16 Minutes (Att. [3/15/16 CPC Minutes](#))

**M/S/C (Monda/Bishop) to approve the 3/15/16 minutes. The motion passed with 12 in favor and one abstention.**

**3.0 ANNOUNCEMENTS**

3.1 Marilyn Spaventa chaired the meeting in Dr. Gaskin's absence.

**4.0 INFORMATION ITEMS**

**5.0 DISCUSSION ITEMS**

5.1 Review Prioritization of New Classified Staff Requests – P. Bishop (Att. [New Classified Staff Position Requests](#))

Dr. Paul Bishop provided a brief overview of the process engaged in by the CPC Classified Staff Prioritization Workgroup, which reviews and prioritizes new classified staff requests as submitted in Program Review. Dr. Bishop reported that this year a link to the request form was provided in the Program Review template. He informed Council that part-time position requests will be presented at the next CPC meeting on April 19, 2016.

Dr. Bishop and Ms. Spaventa gave an explanation of the Wopat method, the system used to rank requests, stating that the lower numbered scored items correlated with the higher rankings. It was further clarified that the job titles on the ranking document did not necessarily match the college's Human Resource Department's job titles.

Ms. Spaventa noted that unfortunately, due to budgeting concerns, none of the new classified staff requests will be funded. She extended Dr. Gaskin's thanks to the CPC workgroup for going through the ranking process. Council affirmed the importance of ranking all positions regardless of whether budget is available or not.

5.2 Report from Joint Academic Senate/Board of Trustees Discussion: Changing Enrollment Patterns and What it Means to SBCC – K. Monda

Dr. Kim Monda provided a synopsis of the March 10, 2016 meeting between the Academic Senate and the Board of Trustees. She reported that the meeting's discussion centered on the college's response to budget crisis of the past, the transparency of the budgeting process, the collaboration among various college entities in times of crisis, backfill for categorical programs, and student retention and success. Council discussed the international student population and its benefit to both the college and the community.

**M/S/C (Butler/O'Connor) to support a proposal to change the reporting of international students from a percentage to the actual number of enrolled students. The motion passed unanimously.**

5.3 Scenarios – Five-Year Projection – J. Sullivan (Att. [Assumptions for 5 Year Projections 3/7/16](#) and [Assumptions and Projections 3/16/16](#))

Joe Sullivan briefly reviewed Scenario 1 and Scenario 2 of the Five-Year Projection as presented at the March 15, 2016 CPC meeting. At that meeting, Council was asked to consider alternatives to Scenarios 1 and 2, which were both deemed unfeasible. Mr. Sullivan opened the discussion regarding Scenario 3 and the following topics were discussed:

- The ideal size of the college with regard to credit and non-credit FTES and the loss in the range of educational options for students if we are too small
- The benefits of a diverse student population and its impact on the college and the community
- Community perceptions of the college
- Marketing targets for programs and students
- Messaging
- The community's voice and its impact on the college
- CLL and non-credit courses

It was agreed to include the following topics for discussion on the April 19, 2016 CPC agenda:

- Ideal FTES for credit/non-credit
- Targeted marketing
- Messaging to the community
- Development of new non-credit courses

- Target number for international students
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## 6.0 ACTION ITEMS

- 6.1 Review Tentative Budget Assumptions and General Fund Unrestricted Revenues 2016-17: Second Reading – L. Maas (Att. [Assumptions for 2016 Tentative Budget 3/9/16](#) and [Tentative Revenues FG Unrestricted 3/9/16](#))

Lyndsay Maas reported that no changes had been made to the revenue assumptions for the 2016-17 fiscal year since the first reading which took place at the March 15, 2016 meeting.

**M/S/C (Bishop/O'Connor) to approve the tentative budget assumptions and general fund unrestricted revenues 2016-17. The motion passed unanimously.**

## 7.0 ADJOURNMENT

- 7.1 The next CPC meeting is scheduled for Tuesday, April 19, 2016 in room A218C from 3:00-4:30 p.m.