

SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COMMITTEE

March 1, 1988

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, J. Diaz, L. Fairly, C. Hanson, E. Hodes,
D. Oroz, D. Ringer
ABSENT: P. Freeman
RESOURCE: E. Cohen, B. Miller

APPROVAL OF MINUTES: January 22, 1988

M/S/C/ Ringer/Oroz Unanimous

ACTION ITEMS

Decision Stage

Disabled Students Services and Early Childhood Education Certificated Request

The Chair reported that the Division Chair Council recommended approval of the requests from Disabled Students Services and Early Childhood Education to increase the percent time for three current positions. He explained that the DSS Program is asking to increase two 60% positions (Learning Disabilities Specialist and Vocational Counselor) to 100% regular certificated, with funding secured by Disabled Students Services. The Early Childhood Education Department's request is to increase from 83% to 100% its lab teacher position.

M/S/C Bobgan/Ringer

To accept the Division Chair Council recommendation to increase from 40% to 100% two temporary counseling positions in the Disabled Students Services Program.

AYES: 6 ABST.: 1

M/S/C Hodes/Fairly

To accept the Division Chair recommendation to increase the Early Childhood Education lab teacher position from 83% to 100%, contingent upon external funding.

AYES: 6 ABST.: 1

Hearing Stage

Disabled Students High Tech Matching Grant
Deferred

REPORTS

RESPONSE FROM DR. MACDOUGALL ON CERTIFICATED STAFFING RECOMMENDATIONS

The Chair reported that the President has responded to the Council's recommendations on Certificated Personnel Requests 1988-89. Decisions with regard to positions are:

- a. To fund Spanish; Finance/Investing/Real Estate; Biological Sciences; Music; Journalism; and Physical Education/Health Education (all six positions are replacements).
- b. Position #8: ADN - not funded - explore funding options with local hospitals.
- c. Position #9: Counseling/Tenure Track - accepted, with funding from Matriculation and the Counseling hourly budget.
- d. Position #10: Counseling/Temporary - further review required.
- e. Positions #7 and #11: English Composition and Literature and Essential Skills - further evaluation.
- f. Position #12: Librarian (Reference) - further evaluation.
- g. Position #13: English as a Second Language - further review.

In his memorandum the President expressed his appreciation to the Council in developing the certificated personnel requests and stated that he was available to discuss his decisions with members.

The Chair informed the Council that the President subsequently has approved the English as a Second Language position on the basis of its high enrollments and actual dollars income from foreign students.

FOLLOW UP ON PLANNING MEETING WITH DR. MACDOUGALL

A summary of the results of the CPC workshop of January 15, 1988, are outlined in Attachment 2 of the agenda. The report concluded that in general departments are doing a good job, but that steps can be taken to improve the planning process, e.g., develop consensus on achieving goals, objectives, and ways to deal with decreasing or restricted resources; and allocating more time to the planning process (consider using summer months and winter intersession for college planning). The President has requested a follow-up session, which the members agreed to place on the calendar for May 3.

REVISED CONTINUING EDUCATION LOTTERY ALLOCATIONS

Dr. Bobgan briefly outlined the revisions to the Continuing Education Lottery Allocations, 1987-88. Members noted the number of repair/replacement items, and questioned whether Continuing Education has an adequate repair budget. Dr. Hanson and Dr. Bobgan responded that this program has always operated with a very limited repair/replacement budget. It was noted that deferred maintenance funds require long range planning, and therefore can't be used for most of the day-to-day or emergency repairs/maintenance.

RESOURCE REQUESTS TIMELINE

The Chair provided the Procedures and Timeline for Resource Requests, 1988-89. He informed members that the Division Chair Council would rank and forward departmental requests to CPC for action on March 22.

COMPUTER SUPPORT TECHNICIAN FOR ADMINISTRATIVE DATA PROCESSING

Mr. Burt Miller reported on the need to increase from 5/8 time to fulltime a computer technician for administrative data processing and business services. He emphasized the need for a full-time technician to respond to computer problems/questions, and to train support staff in the use of equipment. Mr. Miller explained that this position would also be responsible for training personnel on the use of the computerized telephone system and to assist Mark Zacovic with general operations. He suggested that the additional costs could be taken from capital outlay.

During the discussion, members expressed concern regarding the use of capital outlay funds to fund personnel positions. Several members questioned combining both administrative data processing and business services functions, emphasizing that the obvious demands on the computer technician in administrative data processing entail a full-time commitment. Given the job description and proposed salary, the Council expressed doubts about drawing qualified applicants.

The Chair remarked that this item could be discussed further in Cabinet.

CLASSROOM RENOVATIONS

The Chair reported that Phase II is underway, and it's anticipated the project will be completed by September 1. This has been an extensive campus wide project, and the Chair commended the departments whose efforts have resulted in major improvements to the classroom environment.

The next meeting of the College Planning Council will be March 22, 3:00 p.m.,

A-218C.

jdm

cc: Dr. MacDougall
Deans
Department Chairs
Mr. Miller
Mr. Pickering
Dr. Ullom
CSEA Rep