

SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
September 19, 1989

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, J. Diaz, L. Fairly, K. Hanna, C. Hanson,
D. Oroz, M. Nicholas, Student Rep.
RESOURCE: B. Miller, D. Sloane
GUESTS: D. Pickering, P. Moorhouse, M. Nelson

APPROVAL OF MINUTES: July 27, 1989

M/S/C/ Diaz/Oroz - Unanimous

The Chair introduced two new members of the Council for the 1989-90 year: Karolyn Hanna, President of the Academic Senate, and Mark Nicholas, Vice President of the Associated Student Body. The representatives from the Division Chair Council will be announced at the next meeting.

ACTION ITEM

Coordinator - Continuing Education

Dr. Bobgan stated that the Continuing Education unit is requesting a new full-time certificated coordinator position, and he asked that action be taken on the request at this meeting, if there were no objections.

M/S/C Bobgan/Fairly - Unanimous

To waive the rules for a Second Hearing in order to consider the Coordinator position, Continuing Education, at this meeting.

Dr. Bobgan presented the rationale for the request, citing increased percentages in the number of classes (105), instructors (72%), ADA (107%), enrollments (151%), and community locations (100%). He noted that the additional person is needed to supervise the expanded program. Consensus is that this function should be the responsibility of a certificated administrator. (At the present time, there are only two deans and three classified programmers to assist in the Continuing Education program.) Other major responsibilities of the coordinator are to supervise and evaluate instructors and to oversee plant maintenance. Dr. Bobgan assured the Council that the position, if approved, would be funded from existing Continuing Education resources. He further stipulated that, should a vacancy occur in a programmer position, it would not be filled.

M/S/C Bobgan/Oroz

To approve establishing a Coordinator position for Continuing Education, with two conditions: (1) that the position is funded from existing Continuing Education resources; and (2) that should a vacancy occur in the classified program coordinator positions, it would not be filled.

Ayes: 6

Noes: 0

Abst: 1

REPORTS

Two Year Planning

John Romo gave a brief overview of the college planning process and the procedures for the development of two-year plans. He explained that each unit will be identifying objectives, activities and resource needs using as a basis the Statement of Institutional Directions. In the academic areas, the new procedures will consolidate program evaluation and planning processes, including resource requests. Unit and departmental plans will be synthesized before they are submitted to the College Planning Council. The resources which are identified and prioritized in these plans will be used as the basis for budget planning, 1990-92, and for the allocation of college resources. The timeline for institutional planning is attached.

Adoption Budget

Dr. Hanson distributed copies of the Adopted Budget 1989-90 (approved by the Board of Trustees on August 24), including adjustments to the 1988-89 budget. (See Attachment 2.)

Lottery

Dr. Hanson noted that \$215,218 has been carried over from the 1988-89 Lottery. Dr. MacDougall is reviewing additional ranked items recommended by the College Planning Council on May 30. It's anticipated that an additional \$300,000 will be available for allocation this year.

AB1725

Dr. Hanson reported that the College is required to follow established guidelines for the expenditure of AB1725 funds in order to ensure future funding. He emphasized that unexpended funds cannot be carried over to next year-they must be spend or they are lost.

Certificated Requests Timeline

Mr. Romo told members that, as a result of AB1725 mandates, community colleges will be hiring significantly larger numbers of full-time faculty, and that the competition for the most qualified candidates will be intense. It is important, therefore, that the the College begin the certificated hiring process as early in the year as possible. With this in mind, Mr. Romo announced the timeline for the certificated rankings as follows:

DATE	ACTIVITY
Monday, October 16	Instructors submit intent to retire.
Tuesday, October 24	Departments submit proposals to the Office of Academic Affairs.
Wednesday, November 1	DCC First Hearing (departments will be invited to answer questions).
Tuesday, November 21	First Hearing College Planning Council.
Tuesday, November 28	Second Hearing College Planning Council.
Thursday, November 30	CPC Recommendations to the President.
Tuesday, December 6	President's Response.

INFORMATION ITEM

Continuing Education Lottery Requests

Dr. Bobgan distributed a list of Continuing Education Lottery Requests, 1988-89 and 1989-90.

Parking Citation Collection Clerk

Dr. Hanson reported that a parking citation collection clerk will be hired to monitor traffic violations and to collect fines. (He cited the increase in traffic violations from 6,000 to 60,000.) Students ultimately should benefit from the tracking system which will alert them to the penalties for non-payment, including notification to the Department of Motor Vehicles. The cost for this self-supporting position is estimated at less than \$10,000 annually.

jdm

Attachments

cc: Dr. Peter MacDougall
Division/Department Chairs
Deans/Assistant Deans
Mr. Miller
Mr. Pickering
CSEA Representative