SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
September 17, 1996

MINUTES

PRESENT: J. Friedlander, L. Auchincloss (for B. Hull), D. Barthelmess, B. Cordero (for L. Fairly), B. Hamre, K. Hanna, C. Hanson, D. Oroz,

GUESTS: G. Gregg, L.Tennatt

CALL TO ORDER

The meeting was called to order at 3:05 p.m. by Jack Friedlander.

APPROVAL OF MINUTES

M/S/C   To approve the minutes June 18, 1996 as submitted (Oroz/Hamre)

Unanimous

ACTION ITEMS

Hearing Stage: Guidelines for Use of Electronic Mail at SBCC

George Gregg submitted the **Guidelines for Use of Electronic Mail at SBCC** which were developed by the College Computer Coordinating Committee . Mr. Gregg reported that these guidelines evolved out of the need for rules and regulations regarding the use of electronic mail on campus. The document submitted to CPC is not a formal document, per se, but a set of guidelines for use until the District Technology Committee develops a comprehensive policy for use of computers and networks by staff (policies are in existence for students and faculty). Members opined that the following statements under **Appropriate Use** were inconsistent with this section, probably unenforceable and recommended that they be deleted: *"Email that is offensive or harassing will not be tolerated. Misuse of electronic mail can lead to loss of electronic mail privileges."*

It was also recommended that the statement, *"Computer files (including e-mail stored on College computers are College property, and subject to access by appropriate authorized personnel,"* be revised to include *"access by technical staff to trouble shoot or by college authorities to pursue an investigation."*
Dan Oroz strongly recommended that the approved guidelines be disseminated to all college personnel annually.

REPORTS/DISCUSSION

Revisions to Learning and Instruction Section of the College Plan

Dr. Friedlander reviewed the revisions which the Academic Affairs staff have made to the *Learning and Instruction Goals and Objectives*. Most of the revisions involved changes in timelines and wording. A new Goal 5 and 3 Objectives were added: *Reconceptualize instructional methods to fully utilize the potential of technology to promote student learning.*

5a) Identify cost effective approaches in which technology can be used to reconceptualize how existing courses are offered to more effectively promote student learning (June of each year).
5b) Identify resources and training needed to implement the reconceptualized courses (June of each year).
5c) Implement the reconceptualized methods of offering courses identified in 1996-99 (January 1999).

The revised document will be brought to Academic Senate for review on Wednesday, September 18.

M/S/C   To recommend approval of the College Plan with the suggested changes submitted by the Office of Academic Affairs and with any minor changes which the Academic Senate may make at its September 18 meeting. (O'Connor/Cordero)

Unanimous

Accreditation Update

Bill Hamre reported that several members of the Accrediting Commission team will be on campus on September 30 for a preliminary visit prior to the Accreditation Team Site Visit on October 29, 30 and 31. The accreditation team will be chaired by Dr. Ed Gould from Monterey Peninsula College. Dr. Hamre asked the standard leaders to send to him by October 15 all reference documents for their respective standards.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

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cc: Cabinet, Deans, Assistant Deans, Department Chairs, Academic Senate, Instructor's Association, CSEA, Classified Council, College Information, *The Channels* , Rob Reilly.