

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL**

October 17, 2006

3:00 – 4:30 p.m.

A218C

MINUTES

PRESENT: J. Friedlander, P. Bishop, J. Sullivan, B. Partee, I. Alarcon, T. Garey, K. Molloy,
A. Auchincloss, M. Guillen, C. Ramirez, K. Russell

ABSENT: S. Ehrlich, P. Buckelew, S. Broderick & G. Thielst

GUESTS: Homer Arrington, Pat English & Alexandra Wilcox (*Channels*)

1.0 Call to Order

1.1 Chairperson Jack Friedlander called the meeting to order.

2.0 Announcements

2.1 Jack Friedlander announced he was present in Orlando when Laurie Vasquez was presented the Meardy Faculty Regional Award by the Association of Community College Trustees. He said Laurie was selected from a very competitive field.

2.2 Dr. Friedlander said that for 2007-08 we will be filling 11 replacement positions from both last year's positions that weren't filled and from retirements at the end of this academic year plus three new growth positions.

3.0 Information Items

3.1 Proposition 1D: Kindergarten-University Public Education Faculties Bond Act of 2006

President John Romo asked that this information be provided for the Council. Jack Friedlander said that if this proposition passes it will provide the primary funding for the construction of the SoMA Building.

3.2 Increase of Rebecca Saffold's position in Continuing Education from permanent half-time to full-time Administrative Assistant II. This position will be paid from the categorical funded non-credit Matriculation grant allocation.

The Council was so advised.

3.3 Revised timelines for the start and completion of major construction projects

A. Delay in the remodel of the PS Building from spring to summer 2007.

Joe Sullivan distributed the revised timeline which outlined the construction timing issues for the Physical Science, Drama/Music and SoMA buildings. He also informed

the Council that the completion of the Sports Pavilion is delayed until at least mid November and that the process for developing plans for the parking structure is underway.

3.4 We will begin the process to develop the 2007-2008 budget in January

Joe Sullivan provided the Council with the timeline for the development of the 2007-2008 budget. This will begin in January with the discussion of budget strategies including an estimate of potential revenue and expense increases and concluding with the public hearing and adoption of the final budget at the June 18th Board meeting. This process will include a call for proposals for new resource requests which will be reviewed and ranked by the Council.

4.0 Discussion Items

4.1 Status of CPC member's review of feedback on the proposed projects in the Long-Range Capital Construction Priorities Plan.

Dr. Friedlander reported that on October 31st CPC will determine the final recommendations to the President and EC. He said this is the opportunity to: (1) add items that are top priorities that haven't been taken into account and; (2) indicate our top priorities as a group without ranking these items in any particular order. President Romo will take CPC's recommendations to a Board Study Session for it to review.

Keith Russell presented the recommendations of the Associated Students for inclusion in the Long-Range Capital Construction Priorities Plan. He said it was agreed that: (1) environmental sustainability should be a top priority in the design of new buildings; (2) that academic facilities are given priority over administrative facilities; that replacement of the ECC buildings be a priority; and (3) that a project be added to the list of priorities to widen the bridge connecting the East and West campus to allow for the adding of bicycle lanes. Joe Sullivan and Jack Friedlander added that the first three of these recommendations are or will be addressed. Joe Sullivan said that we would need to assess the feasibility of widening the bridge to add bike lanes.

Kathy Molloy informed the Council that the Planning and Resource Committee was meeting concurrently with today's CPC meeting to form their recommendations for the Long-Range Plan so that they may be addressed by the Academic Senate on October 25th. Liz Auchincloss said she hasn't had an opportunity to meet with the classified staff but one issue is that the nursing staff does not want to move to the Wake Center.

Ben Partee said the Educational Programs Student Support faculty and staff met to look at secondary effects of the Student Services Building. Dr. Partee said that what came from that meeting is that the college's student support services has outgrown that building and there are several programs that are outside the Student Services Building that feel that they could more effectively offer their services to students if they were located in the Student Services Building. He said they would deliver to Jack Friedlander the preliminary plans. However, they know that it is a very challenging task to determine who should or should not be located in the Student Services Building. It has to be done in a way that allows for everyone to participate in discussion. Jack

Friedlander said that what is unknown is how student patterns for accessing each of the college's support services will change after the implementation of Banner.

Liz Auchincloss was asked if there had been an analysis of ASPECT of how economically it is to have that group on campus. Jack Friedlander responded that it has exceeded the revenue anticipated both in terms of what they pay the college [per student] and the number of students who are now staying and participating in our International Students Program. Those students are here year-round and their purchases at the Bookstore and Campus Food Services are significant in terms of the additional revenue they provide these campus operations. Joe Sullivan said college has a very good working relationship with ASPECT.

4.2 Clarification on the Equipment Fund and Construction Fund allocations

Joe Sullivan said there was \$1.8m from the budget that was put into the Equipment Fund. There were additional categorical funds that came to us through the state budget and those are the only funds that have been allocated at this point. The categorical funds are in designated accounts for instructional equipment and technology. The non-categorical dollars have been allocated between the different areas of Continuing Education, Educational Programs and Business Services.

4.3 Review of unfunded District maintenance projects.

Recommendation to CPC for consultation on critical deferred maintenance health and safety items.

- A. First source of funds will be from the remaining dollars in this year's \$2m allocation for the Construction Fund.
- B. If item(s) are in critical need of being funded right away and cannot be supported from this year's construction funds, CPC can make a recommendation to John Romo to consider using end-of-year balances to pay for these emergency projects.

Jack Friedlander informed the Council that John Romo wants recommendations from CPC on what it identifies as critical deferred health and safety items. He said the funds identified to pay for these items are the \$1m dollars from this year's \$1.2m dollars allocated to the Construction Fund. As these funds are exhausted, the President is asking CPC to identify which of these items are critical or urgent to be funded sooner rather than later. Once negotiations are concluded, end-of-year balances will be used to fund as many of these projects as possible within the limitations of the amount of money in these accounts. Tom Garey corrected the estimated cost for the wood concert ceiling reflector for the Garvin Theatre from \$50,000 to \$16,000. Joe Sullivan said, from the list, we are able to fund all the health and safety items and the prioritized projects with the designation of "1". Dr. Friedlander said that once President Romo says we could start discussing the allocation of end-of-year balances, then CPC can look at what was not funded on this list and how we allocate end-of-year balances. This will not take place until negotiations are concluded or when John Romo brings requests to support urgent projects to CPC.

M/S/C [Molloy/Guillen] to fund the critical deferred maintenance health and safety items.

4.4 Review of CPC's resource ranking for 2006-07

- A. Identification of resource requests that CPC recommends be funded as soon as possible to: (1) meet a critical health and safety needs; and/or (2) if not funded as soon as possible would seriously undermine the ability of the program/service to operate. These critical emergencies resource request items will be forward to John Romo for consideration.
- B. Reconfirm the list of priorities and the identification of any other priorities that are of a critical nature to the operation of the college that were not on this list.

Jack Friedlander said that President Romo is asking: (1) that CPC confirm that the items on the list are still needed; and (2) if there is any item[s] on this list that if not funded right away would cause serious disruption to a program's ability to function appropriately or, would cause serious problems. Joe Sullivan indicated the following items on the list that are currently in the budget: Admission & Records Senior Technician; two FT security officers; the Partnership for Student Success; the FT Catalog/Schedule Specialist [funded by Banner]; the Payroll Technician [Banner]; and the HR/LA Technician [Banner]. He said \$631,000 has been allocated for the Banner backfill and these three positions are being funded from this account through 2006-07. At some point these positions will need to be funded with ongoing District dollars. Liz Auchincloss questioned why the Biological Sciences position was not funded. Mr. Sullivan responded that the positions funded by Banner were done so because without these positions we would not make our implementation timeline. Dr. Friedlander said that the CE Transition Coordinator is being funded from its non-credit matriculation. Dr. Friedlander said that CE got a large augmentation in their non-credit matriculation budget from which this position was funded. Joe Sullivan said he was informed by VP Fairly that the Transition Coordinator position can be pulled from the list because of this funding. The Dual Enrollment Program Specialist is being funded from dollars contributed by Jack Friedlander from the Educational Programs budget on a temporary basis until this position becomes funded. Kathy Molloy questioned whether the Credit/NC Outreach Hispanic Population position can be removed from this list if the responsibilities noted in the rationale for this resource request are being performed by the CE Non-Credit to Credit Transition Coordinator. Dr. Friedlander said that he would find out whether this was the case.

Liz Auchincloss inquired about the augmentation of part-time staff for parking. He responded that this is for funds to hire three full-time people at the beginning of the semester for three weeks. That is the cost of the people running the tram which was never funded. He said he funded these positions because he was directed to do so from other sources. It has never been budgeted.

Jack Friedlander said he will state on behalf of CPC to John Romo that: (1) in reviewing this list (with the exception of the one CE position that has alternative funding and will be removed from the list) the priorities have not changed; and (2) that in the short term we can continue to function in our current manner without these positions [that are not currently funded] or with alternative funding knowing that at

some point before the end of the fiscal year, funding for Banner backfill positions will be depleted.

Joe Sullivan said that he has two positions that are not on the list of CPC priorities that he feels are important to fill in his area. He said that with the opening of the Life Fitness Center as well as adding four new temporary classrooms, there was no augmentation to the maintenance staff. The question arose as to the proper procedure to have a position designed as a critical need position to have it rise above other requested positions. Tom Garey said he recognized the need identified by Joe Sullivan but at the same time there was a process by which we got to this list and that adding these requests at this time would undermine the integrity of last year's resource ranking process. Jack Friedlander enumerated three possible options in addressing this issue: (1) an announcement that CPC is revisiting last year's rankings and is open to emergency positions that may not have been ranked and or if they need to be submitted on an emergency nature; (2) determine if the list we have still good; or (3) question whether we could hold on without funding any of the positions at this point.

Kathy Molloy said she felt it was important to adhere to the process we went through in ranking the resource requests. She said emergencies need to be dealt with but should not be part of this process. Paul Bishop added that there should be model that says that as we add more facilities or grow, we add staff automatically. If funds are not available to do so, we should question the wisdom of adding the facility.

Joe Sullivan said we would be going through this process again after the first of the year as part of the budget process. If there is not funding for all of the ranked items this year then they will roll over and then be reprioritized with the new resource requests.

5.0 Other Items

- 5.1 The next meeting of CPC will be October 31st (5th Tuesday). It will be canceled if not needed.

6.0 Adjournment

Chairperson Jack Friedlander adjourned the meeting.