



**Santa Barbara City College
College Planning Council**

May 06, 2025

3:00-4:30 p.m.

West Campus Center (WCC) 204

Minutes

1.0 MEMBERS

1.1 Present

Erika Endrijonas, Superintendent/President, Chair (non-voting)

Ryan Alexander, Classified Staff

Paloma Arnold, Executive Committee (non-voting)

Liz Auchincloss, Classified Staff

Roxane Byrne, Advancing Leadership Association

Jamie Campbell, Academic Senate

Tara Carter, Academic Senate

Elizabeth Chisholm, Academic Senate

Ashley Farias, Classified Staff

Michelle Detorie, Classified Staff

Jordan Killebrew, Executive Committee (non-voting)

Dan Le Guen-Schmidt, Executive Committee (non-voting)

Keller Magenau, Executive Committee (non-voting)

Kim Monda, Academic Senate

Camerin Poulson, Classified Staff

Juan Quesada, Advancing Leadership Association

Joshua Ramirez, Academic Senate

Armando Ramos, Faculty Association

Sharon Remacle, Association of Confidential Employees

Chris Renbarger, Executive Committee (non-voting)

Parker Shankin-Clarke, Classified Staff

Carola Smith, Executive Committee (non-voting)

María Villagómez, Executive Committee (non-voting)

1.2 Absent

Jens-Uwe Kuhn, Advancing Leadership Association

2. CALL TO ORDER

Dr. Endrijonas called the meeting to order at 3:00 p.m.

3. APPROVAL OF MINUTES

3.1 Approval of the Minutes of April 15, 2025

M/S/C (**Quesada/Killebrew**) to approve the minutes of April 15, 2025. The motion passed unanimously.

4. PUBLIC COMMENT

4.1 Public Comment Guidelines

There were no public comments.

5. INFORMATION/REPORTS

5.1 Superintendent/President Updates

Dr. Endrijonas reported on the following:

- Recruitment for the Executive Director of IT resulted in a failed search. A consultant will be hired for the summer to review the job description and support IT operations, especially after the recent departure of an IT Director.
- Approved a substitute Administrative Assistant II position.
- Noted upcoming graduation celebrations and encouraged volunteering.
- Commended Jordan Killebrew and team for successful graduation logistics last year.

5.2 FTES report to CCCCO: Impact of Standardized Attendance Accounting - K. Magenau, C. Renbarger

Dr. Keller Magenau, Executive Director of Institutional Research and Planning, presented an update on changes to FTES reporting due to the new standardized attendance accounting method, effective August 2024. SBCC is among the first colleges in the state to implement the new method, resulting in a net positive of 197 additional FTES for the reporting period.

Next steps include transitioning dual enrollment FTES reporting, expected to further increase FTES. There was a reduction in FTES for cosmetology programs due to state-mandated changes in credential hours, estimated at a loss of about 100 FTES. Chris Renbarger explained that increasing FTES now will positively impact the college's three-year average for the student-centered funding formula.

Discussion clarified which classes can transition to the new method and the implications for credit and noncredit courses. The shift is expected to benefit SBCC's funding in the long term.

5.3 BPAP Committee Report - K. Magenau

Dr. Magenau gave an overview of the BPAP Committee's efforts to improve inclusivity, efficiency, and effectiveness in the review of board policies and administrative procedures. Eighteen policies and procedures were reviewed and approved in the past academic year, with several more in progress. The committee is working to codify changes and enhance workflow, including online voting and distribution.

5.4 ACCJC Annual Report - K. Magenau

The official ACCJC Annual Report was submitted and attached for reference, summarizing key student success indicators.

5.5 ACCJC Mid-Term Report - M. Villagomez

Dr. María Villagómez, Vice President of Academic Affairs, provided an update on the 2025 midterm report, due October 15, 2025.

- The report addresses four key areas, with writing leads assigned for each.
- A draft will return to CPC in early fall before submission to the Board of Trustees and ACCJC.
- The new template aligns with updated accreditation standards.
- Only three recommendations from the last cycle, all addressed.
- The report will be discussed at the first CPC meeting in the fall.

5.6 Academic Senate Report on Ranked Resource Requests - J. Ramirez

The Academic Senate is addressing ITC's resource request rankings, which are offset from P&R's rankings due to process delays. The Senate will consider a one-time authorization for ITC to grant and move requests forward.

6. ACTION

6.1 Budget Committee Membership Confirmation

- Budget Committee membership was confirmed for each constituency group.
- Dr. Villagómez was nominated to replace the current Executive Committee representative.
- Vice President Renbarger will assume full Chair responsibilities.
- It was clarified that interim changes in membership will not require CPC approval.

M/S/C (**Auchincloss/Byrne**) to accept the changes and confirm next year's Budget Committee membership. The motion passed unanimously.

6.2 College Planning Council Meeting Schedule

A draft schedule for the coming year was presented and a retreat will be scheduled in the fall. A motion to approve the schedule passed unanimously.

7. DISCUSSION

7.1 Revised Budget Development Values - C. Renbarger

Vice President Renbarger reviewed the Budget Committee's updates to budget development values, which included adding detail and linking relevant board policies. Compliance with the Education Code regarding short-term hourly workers was emphasized in an additional bullet point.

7.2 Ideas for Increasing Revenue - C. Renbarger

Vice President Renbarger introduced ideas to increase revenue that the Budget Committee is recommending to the College Planning Council for consideration.

7.3 Ideas for Decreasing Expenses - C. Renbarger

The Budget Committee also proposed strategies to reduce expenses. Discussion ensued regarding the process for implementing recommendations, the need for ongoing input from all areas, and ensuring

transparency and communication. There was consensus to share these revenue and expense documents with constituencies over the summer for feedback and revisit at the first fall meeting. No immediate operational changes will occur over the summer except where necessary.

7.4 PRT Updates: Report of Progress and Next Steps - R. Alexander, K. Magenau, J. Ramirez, J. Samson

Dr. Mageanu provided an overview and update on the Institutional Effectiveness Partnership Initiative (IEPI) and Partnership Resource Team (PRT) grant activities.

- Five workgroups have been established to address participatory governance, integrated planning, program review, communications, and training.
- Progress includes all-college events featuring external experts, ongoing surveying of committee members, and the development of a new and improved resource guide.
- Work will continue over the summer with a focus on inclusivity and transparency.

7.5 End of 4-year Cycle Program Review Highlights - J. Ramirez

Dr. Joshua Ramirez, Academic Senate President, gave a summary of achievements from the four-year program review cycle, with 97 entries highlighting departmental and program accomplishments.

- Examples include increased degrees, scholarships awarded, student support improvements, and technology upgrades.
- This document will be posted on the website as a resource and for future accreditation needs.

8. FUTURE AGENDA ITEMS FOR CONSIDERATION

9. MEETING DATES

9.1 Meeting Schedule and Agenda Item Due Dates

10. ADJOURNMENT

10.1 Adjournment

Dr. Endrijonas adjourned the meeting at 4:32 p.m.