

**Santa Barbara City College**  
**College Planning Council**  
**Friday, July 22, 2011**  
**9:30 am – 12:30 pm**  
**and**  
**Monday, July 25, 2011**  
**9:00 am - 11:30am**  
**A218C**

*Minutes*

**Special session – development of draft College Plan 2011-14**

**Friday, July 22, 2011**  
**9:30 am – 12:30 pm**

**PRESENT:**

A. Serban (Chair), Superintendent/President;  
I. Alarcón, Past President, Academic Senate;  
O. Arellano, VP, Continuing Education;  
L. Auchincloss, President, CSEA  
P. Bishop, VP Information Technology;  
S. Ehrlich, VP HR &LA;  
R. Else, Sr. Dir. Inst. Assessment, Research  
and Planning;  
J. Friedlander, Executive VP Ed Programs;  
M. Guillen, Classified Staff Representative;  
K. Monda, Academic Senate Representative,  
Chair Planning and Resources Committee;

K. Neufeld, VP, Academic Senate  
Representative;  
D. Nevins, Academic Senate President;  
K. O'Connor, Academic Senate  
Representative;  
C. Salazar, Classified Staff Representative;  
J. Sullivan, VP Business Service

**ABSENT:**

**GUESTS:**

L. Vasquez, Instructional Technology  
Committee Chair

Superintendent/President Serban called the meeting to order.

1. Approval of the minutes of the following CPC meetings: December 16, 2010 (attached); February 8, 2011 (attached); February 15, 2011 (attached); March 1, 2011 (attached); March 18, 2011 (attached); March 22, 2011 (attached) (these were also provided at the May 17, 2011 CPC meeting).

**M/S/C [Guillen/Monda] to approve minutes listed above with title changes. All were in favor, except Academic Senate Representative O'Connor abstained as she was not a voting member at that time.**

2. Overview of today's session: approach, desired outcomes (Attachments for both meetings include: Other background materials are also provided as attachments to this agenda – some were provided at previous CPC meetings and will be needed for reference during this meeting; the Summary Status of the College Plan 2008-11 has been updated on June 30, 2011; SBCC 2008-2011 College Plan Status Summary June 30 2011; SBCC Mission

principles with proposed revisions 7-21-2011; DE Workgroup Actionable Recommendations March 25 2011; Mission of CA Community Colleges CA Education Code Section 66010; College Plan 2011-14 Challenges and Priorities Draft 3-25-2011.

Superintendent/President, Dr. Serban gave an overview of what would be covered in the next few meetings. The Mission and the College Plan were projected onto the screen and all changes were entered into a new draft of the College Plan.

3. SBCC Mission (draft attached) – All

The discussion started with the draft of the SBCC Mission Statement that included the proposed changes from the last CPC Meeting. Those changes were based on the concept that since we are a state institution, the State Ed Code defines the mission of any individual Community College mission. However, since each college has its own local flavor, each college develops its own mission.

The members discussed various aspects of the mission and the changes were recorded by Dr. Serban which will be emailed to the members to be brought to the each college committee: Executive Committee, Academic Senate, Student Senate and CSEA to be discussed.

4. Preliminary goals and objectives for 2011-14 College Plan (very rough draft to serve as basis for discussion – will be e-mailed separately) – All

The Executive VP, Dr. Friedlander and the VPs reported on the goals from their areas. Dr. Friedlander reported on the approach taken and the input from the Deans for Goal 1, the Student Learning Achievement and Development. Dr. Friedlander stated that all the objectives were carried over from the last College Plan; we took last year's Institutional Research data on how we were performing on each of these outcomes and used it as a base for determining the quantifiable outcomes to be achieved in the new College Plan. Dr. Friedlander reported that for most of the objectives, they decided to use what they considered to be reasonable targets by spring 2014 by adding about a 3% gain over a 3 year period. There was further discussion about whether they were stretching themselves too far with this goal and decided that is not to a point where we are not going to come short and what is reasonable. Since we had significant gains from our past College Plan, now we are building from a higher base.

Further discussion took place regarding where SBCC stands in regard to peer colleges, how our budgetary decisions will support our students, what changes are taking place in the composition of the college's students and how they affect what we offer and student achievement on the different student success measures.

There were discussions, clarifications, and changes made to the 29 objectives, which also included the objectives for the ARCC Measures and institutional SLOs listed under Goal 1.

Dr. Ofelia Arellano reported on Goal 2 stating that unlike the credit division, the continuing education students take classes for life enrichment, so success is not an appropriate measure. The last College Plan had 6 objectives that were targeted for basic skills, but for this new College Plan, the continuing education consultation group wants to include all 10 funded categories. After further discussion it was decided to change Goal 2 to "Maximize the

utilization of the resources and courses of the Continuing Education Division” There was discussion regarding the fact that there could be data collected around the enhanced funded certificates, the high school programs, the citizenship programs that are measureable, not non-enhanced. It was decided that they need to separate enhanced from non-enhanced.

Success needs to be defined for the non-enhanced continuing education classes. Further discussion regarding the new requirements from the State and the new fiscal limitation on non-enhanced classes and it was decided that a plan needs to be developed for the transition of selected courses from state-supported to fee-based. As we transition to fee-based classes our objective is to have good participation rates in those courses.

The meeting was adjourned and will be continued, Monday, July 25, 2011 at 9:30 a.m.

**Monday, July 25, 2011**  
**9:30 am – 11:30 pm**

**PRESENT:**

A. Serban (Chair), Superintendent/President;  
I. Alarcón, Past President, Academic Senate;  
O. Arellano, VP, Continuing Education;  
P. Bishop, VP Information Technology;  
S. Ehrlich, VP HR &LA;  
R. Else, Sr. Dir. Inst. Assessment, Research and Planning;  
J. Friedlander, Executive VP Ed Programs;  
M. Guillen, Classified Staff Representative;  
K. Monda, Academic Senate Representative, Chair Planning and Resources Committee;  
K. Neufeld, VP, Academic Senate Representative;

D. Nevins, Academic Senate President;  
K. O’Connor, Academic Senate Representative;  
J. Sullivan, VP Business Service

**ABSENT:**

L. Auchincloss, President, CSEA  
C. Salazar, Classified Staff Representative;

**GUESTS:**

L. Vasquez, Instructional Technology Committee Chair

Superintendent/President Serban called the meeting to order.

1. Preliminary goals and objectives for 2011-14 College Plan

Dr. Serban opened the meeting with the continuation of discussing the goals and objectives for 2011-14 College Plan. This meeting started with a discussion around changing Goal 3 to reflect what the first section of the College Plan, Outreach, Access and Responsiveness to the Community really is during this time of the economic downturn and the state budgetary crisis.

The main goal was changed and further discussion took place regarding the eight objectives, which is an increase of four objectives, which pertain to goals for Continuing Education. VP, Human Resources and Legal Affairs (HRLA), Sue Ehrlich, JD reported on Faculty, Staff and Administration, Goal 4, and what that HRLA Department has done to set and achieve its goals. VP Ehrlich reported on the addition of new goals and the refining and revising of former goals. Questions, and discussion took place regarding the legality, modifications, and clarification of the goals and the wording of the four new goals. Three of the new goals included the evaluation of Continuing Education faculty and the establishment of a baseline

definition and data for student satisfaction with the Continuing Education programs as measured through a survey instrument.

Dr. Serban stated that we would not have a separate technology objective because technology is integrated in every objective. After further discussion it was decided that Goal 5 would have the overall heading: Governance, Decision-Support and Fiscal Management with the actual Goal 5 being: Establish college-wide accountability systems that are based on quantitative and qualitative data and linked to planning and budgeting. Goal 5 and 6 were combined with the inclusion of an objective relating to the participatory governance structure currently in place in the Continuing Education Division.

Goal 6 became FACILITIES, CAPITAL PROJECTS, AND MAINTENANCE with the goal being, "Implement the long range capital construction plan". There was discussion regarding the bond funding for deferred maintenance, the long-range development plan and the Educational Master Plan.

Goal 7 became part of FACILITIES, CAPITAL PROJECTS, AND MAINTENANCE with the goal: Create an optimal physical and technological environment that ensures the best service to students and the local community. There was extensive discussion regarding how to word objective 7.1 "universal access" to facilities. The college is in compliance with the requirements; however there is always more to do in order to make progress in this area. Accessibility is a health and safety issue and always is a priority and goes to the top of the list in Program Review. Objective 7.1: To the extent fiscally possible evaluate and make progress towards enhancing universal access to facilities. There was further discussion on the last two objectives with changes made.

The following items were discussed: (1) The District Technology Plan supporting the College Plan and , (2) Timeline regarding the College Plan: July to Management Retreat; August to Senate Retreat, August 30 (extra CPC meeting) to CPC, October and November Study Sessions, then have it approved at the November Board meeting.

Dr. Serban talked about the adopted budget and presenting revised projections to the Board of Trustees. There was further discussion regarding the most realistic expectation in terms of actual expenditures for 2011-12, the 4000s and 5000s accounts and the presentation of the higher estimated amount for those accounts rather than the actual expenditure amounts, about getting past the Board of Trustees deadlock regarding the acceptance of the adopted budget, and about the fact that there has been no plan for how contingency funds will be dispersed,

Dr. Serban spoke about the fact that there were problems regarding the adjusted budget which has been solved, and there was further discussion regarding the details.

The meeting was adjourned.