

**Santa Barbara City College
College Planning Council
Tuesday, November 24, 2009
3:00 pm – 4:30 pm
A218C
Minutes**

PRESENT: A. Serban (Chair), I. Alarcon, O. Arellano, L. Auchincloss, P. Bishop, J. Friedlander, T. Garey, A. Garfinkel, M. Guillen, K. Molloy, K. Monda, D. Nevins, N. Ridgell, C. Salazar, J. Sullivan

ABSENT: S. Ehrlich

GUESTS: P. Butler, K. McLellan, K. O'Connor, H. Reed, A. Scharper, J. Shapiro, M. Spaventa, L. Stark, L. Vasquez, M. Wright

1. Approval of minutes from the November 3, 2009 CPC meetings.

All were in favor of accepting the minutes after several corrections were mentioned and acknowledged. No one was opposed, no one abstained.

Information Items

2. Full-time Faculty Obligation Fall 2009 Final and Fall 2010 Projected (attachments)
 - a. Superintendent/President Serban referred to the attached memo from the Chancellor's Office that stated that the Board of Governors did waive the Full-time Faculty Obligation for 2010. Serban continued to report on where the college stands in terms of the Full-time Faculty Obligation, FTES, workload reduction, and the reduction of sections in Fall 2009 and Spring 2010.
3. State Budget Update Nov 18, 2009
 - a. Superintendent/President Serban reported that the attached budget update had more informative detail than a previous update from the League. Serban stated that since this report is self-explanatory, she would not go over it; however, it is bleak as it can be at this point. Academic Senate President Alarcon observed that it is the same as last year, but with no one time solutions.
4. Estimated Employer PERS Contribution
 - a. Vice President Sullivan reported from this handout that states what the additional charges the District will be responsible for paying into PERS for the next three years. Sullivan stated that our PERS contribution rate, in round numbers, is about \$100,000 for

every ½% increase. He explained this further in detail saying it is a significant issue, especially since there are other areas the general fund money must cover.

Discussion Items

5. Updated Draft of Interim Educational Master Plan 2009-11
 - a. Executive VP Friedlander said that he is formally introducing the plan into the review process through our governance mechanisms in order to finalize it. Friedlander pointed out the main difference in the plan from what was previously discussed is the section entitled: ***Implications for the College to consider in its Planning Processes***. Friedlander gave an overview of the list of ten implications that the college needs to be aware of, to think about, discuss and to use as a guide in informing the next three year College Plan. This was discussed in detail.
 - b. The next step is to determine the time line that will lead this plan to our Board for approval.
 - c. There was further discussion about how to deal with the fact that the information extracted from the program reviews is no longer up-to-date in the Appendix. The latest program review information was not available until recently. The first 16 pages remain relevant, but the Appendix is not. This can easily be rectified if need be.
 - d. Serban and Friedlander clarified that this is the interim Education Master Plan that is actually augmenting the current College Plan in the area of how budgeting relates Facilities to Instructional programs and Student Support Issues.
 - e. Several suggestions were made about how to approach the program review information and how the Master Plan will be formatted, then the timeline was determined. After many ideas were presented and discussed, the timeline was set. The Interim Master Plan needs be ready to be presented to the Board at the March 11, 2010 Study Session.

6. Funding for Categorical Programs 2010-11 and beyond.
 - a. Superintendent/President Serban clarified that this is the beginning of several meetings to discuss funding categorical programs and stressed that there will be no decisions made at this time. Serban stated that today's discussion and information gathering will be from only a few of the Categorical Programs: Matriculation-Credit, DSPS, EOPS/CARE.
 - b. Superintendent/President Serban started with a recap of what has happened with categorical funding and reviewed information from the "slides" on the hand-out. The bottom line is that the reduction in State funding to all of our categorical programs is at 46%.
 - c. Serban stated that the slide summary of Categorical Funding for 2010-11 is proposed by the programs. This slide shows what was previously allocated from the General Fund and Additional General Fund money requested to run the programs which is a request for a total of \$1.3 million for the three programs which is what it would take to run these three programs at the same level they were run in 2009 – 10. This is a significant increase from what normally these programs have been given from the General Fund.

- d. Superintendent/President Serban reiterated that at this meeting the information will be presented, reviewed and questioned with the goal of understanding what is being asked for. Serban went on to say that at the December 1st meeting we need to start the conversation again about the minimum level of reserve that the college absolutely must maintain. Serban reiterated what CSEA President Auchincloss brought up at the last meeting: there needs to be a full picture of these various items that require General Fund Support from reserves. Serban requested that the CPC members have a relative understanding of the need versus what we have and what we can afford. Serban stated in the end we will be forced to make some hard choices and that not everything will be fully supported. She stated that this is not an all or nothing approach, but a somewhere in the middle approach.
- e. Superintendent/President Serban said that representatives from the three Programs funded by categorical funding will report on what they can reduce for 2010 – 11, what each program needs from the general fund and each area's perspective of the consequences if they were not funded at the level they request.
- f. Director of EOPS/CARE, Marsha Wright reported from the EOPS handout. Wright stated that the EOPS staff spoke with the EOPS students to discern what services were most essential for them.
 - i. Wright reported that a number of areas had been scaled back including office hours.
 - ii. Book Grants, Tutoring, and Counseling/Advising were reported to be the most important in the eyes of the students.
 - iii. Childcare is an on-going challenge for single parents and EOPS is looking to the Foundation for support in that area. The students are paying 10% of their child care charges, which has resulted in a positive outcome as it makes the participating students more accountable. Wright stated that they have not dropped units, are completing their classes and doing better, plus their progress reports are looking better.
 - iv. The students reported to the EOPS staff that their greatest need for financial support is for their books. Wright reported that most of these students live below poverty level, even with financial aid. Wright reported what the Book Grant budget was last year, \$175,000 was cut from this year's budget and changed how the book grants are awarded.
 - v. Wright reported that in order for EOPS to survive and provide core services with this reduced budget, is to reduce the number of students by 39.66%. That means EOPS will serve approximately 750 - 800 students instead of 1260 for 2010-11. Wright enumerated the consequences of doing that.
 - vi. Wright then answered questions regarding the Foundation contributions, what that money covers, plus clarification of numbers and how many students are served.
- g. Director of DSPS, Dr. Jan Shapiro gave an overview of DSPS history, the legal requirements, the critical number of staff to increased student ratio and the federally

mandated duties. Shapiro stated that the main reason for such an increase in the flux of students is basically the current economic situation. Shapiro reported from the handout: "Draft proposed 2010-2011 budget for DSPS".

- i. Most of the DSPS money is budgeted into nine full-time and two 60%-time salaries and the rest of the budget is designated for direct services for the students.
 - ii. The consequences of the cuts beyond what we have already cut, \$104,000, will jeopardize the college's legal compliance with ADA unless someone else picks up the work. If DSPS is not there, then the faculty has to take it on, leaving the college open to grievances which will cost even more money.
 - iii. Enumerated where the \$104,946 cuts were from.
 - iv. Superintendent/President Serban asked how other colleges are dealing with the categorical budget cuts, particularly in DSPS. Dr. Shapiro reported that other colleges started cutting services earlier, resulting in many students dropping out because they are not getting accommodations. It is a significant issue at a lot of campuses as to whether they will be able to stay in compliance with the Federal Mandates. Academic Senate Faculty Member Garey asked about the cost implications to the college if we fall out of compliance. Dr. Shapiro stated that since this program started at the college in 1977, there has never been a grievance with the office of Civil Rights. The costs would be huge as we all know the cost of attorneys. Executive VP Friedlander stated that the community colleges have requested more information from the Vice Chancellor of Student Services for specific guidance for what colleges can do in order to avoid legal issues regarding the Federal Mandates. The Vice Chancellor's office is consulting with the US Department of Education for more clarification. Dr. Shapiro stated that because this is such a serious legal issue, perhaps there will be a change made at the state level. Shapiro reported that the Student Senate Vice President of Senate Affairs, Atty Garfinkle wrote and submitted a resolution to the SS CCC to suggest and recommend to the Statewide Academic Senate, the Chancellor's Office and the Board of Governors that since the American Disabilities Act is an unfunded Federal Mandate that the Federal Government back-fill anything that the State cannot pay.
- h. Dean Keith McLellan reported from the Draft of Proposed 2010 – 2011 Budget for Credit Matriculation. McLellan pointed out details of the categorical allocation, the cuts, the savings and the department proposal for back-fill and reasons for it. McLellan then reported from the Credit Matriculation Planning Budget 2010-2011 narrative. McLellan stated that they are asking for \$9,000 more dollars in total budget compared to 2009-10 because of the requirement that they must provide these services with permanent employees as opposed to hourly employees, plus a bill for software that will come due next year. McLellan stated that they have cut where they could without having significant impacts on not just matriculation, but also the college. Matriculation serves all students. McLellan pointed out that it is not who matriculation serves, but how well

the college serves and in what area. McLellan spoke from his outline of seven components: Assessment, Orientation, Counseling/Advising, Follow-up, Pre-Requisite Management, Document Imaging, and Payroll Taxes for Hourlies, what the consequences would be if they did not get the general fund back-fill being requested: \$305,983. Certain aspects of each component were discussed and points to consider, plus other sources of funding were brought up.

7. Resource Requests Identified in Program Reviews (attachments). Superintendent/President Serban stated that she sent the Program Review spreadsheets to CPC members to look over and then requested that since, given the budget uncertainty and the reductions already in place, there will be no new full-time positions added next year, there is no need to rank the staffing requests. Serban stated that the focus needs to be on ranking facilities and equipment requests.
8. Criteria for Ranking Resource Requests Identified in Program Reviews (attachment). This will be discussed at a future meeting.

Academic Senate Member Garey made a motion to adjourn. Academic Senate Member Nevins seconded. Superintendent/President Serban adjourned the meeting.

Next meeting: Tuesday, December 1, 3:00-4:30pm A218C