

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL**

March 20, 2007

4:00 p.m.

A218C

MINUTES

PRESENT: J. Friedlander, P. Bishop, P. Buckelew, J. Sullivan, B. Partee, D. Cooper,
I. Alarcon, S. Broderick, T. Garey, K. Molloy, G. Thielst, L. Auchincloss, M. Guillen,
E. Borlaug

ABSENT: S. Ehrlich, C. Ramirez

GUESTS: H. Arrington, James Ayers (*Channels*), Tom Fitzgerald (ASBS)

1.0 Call to Order

Chairperson Jack Friedlander called the meeting to order.

1.1 Approval of the minutes of the March 6th CPC meeting.

M/S/C [Garey/Molloy] to approve the minutes of the March 6th CPC meeting.

2.0 Announcements

2.1 Dr. Friedlander announced that we have offered the faculty position in Chemistry to an outstanding candidate and that he has accepted. He will be giving up a tenure position at a university to take the position at Santa Barbara City College.

3.0 Information Items

3.1 Hiring replacement Dean or Deans of Educational Programs

Jack Friedlander reported that the announcement will go out to fill the two Dean of Educational Programs positions vacated by Pablo Buckelew and Jane Craven.

4.0 Discussion Items

4.1 Review of process for requesting critical resource requests

The Council reviewed the procedures and forms for the submission of critical resource requests. There was some discussion to clarify the language in the procedures. The deadline for submitting the proposals for additional resources to Dr. Friedlander was changed from April 10th to April 12th. Joe Sullivan indicated that if there was some emergency health and safety issue, his office should be notified. This process will be

for both one-time and ongoing requests as provided for in the proposal. Joe Sullivan said both one-time and ongoing funds would be coming from the same revenue stream. Jack Friedlander said two questions raised at a prior CPC meeting that were not answered were: (1) would the Council be provided with copies of last year's unfunded resource requests; and (2) will the Council re-rank last year's unfunded ranked requests along with the ones submitted this year. The Council decided to re-rank last year's ranked but unfunded resource requests along with the new ones submitted this year.

4.2 Principles of Budget Development

The Council agreed to the Principles of Budget Development as presented and that were approved by the Board of Trustees in March 2003.

M/S/C [Garey/Molloy] to reaffirm the budget principles of March 27, 2003.

Liz Auchincloss said that as a point of order, this was not an action item and needs to be moved to action.

M/S/C retroactively [Molly/Thielst] to move item 4.2 to action.

Jack Friedlander commented that because this was a discussion item at the last meeting, it should have been listed on the agenda as an action item.

4.3 Budget timeline update

Joe Sullivan indicated that there have been some issues with the implementation of Banner that are will require us to adjust the previously announced timeline for completing the development of the 2007-08 college budget. He hopes to bring a revenue forecast for 2007-08 based on FTES to the next CPC meeting. Mr. Sullivan indicated that the salary model is basically 88% of our expenditures. The salary development process is manual and dependent upon IT modifying this database each year. Mr. Sullivan said that the person dedicated to that task has been reassigned to the Banner implementation. He understands the need for IT staff to give priority to the Banner implementation. The budget will be completed and be presented to the Board in June as an adopted budget.

4.4 Deferred maintenance items

Joe Sullivan said the Council needs to make a recommendation to the Board to fund as many of the deferred maintenance projects identified as it deems appropriate. A recent inspection by CalTrans staff resulted in the college needing to make some safety changes to the East Campus entrance. The entrance sign currently blocks the view going left as one leaves the East Campus entrance/exit. The college is also required to remove three trees and cut back plants in order to have a better visual corridor exiting the campus. Another obvious problem is the buses that stop on Cliff

Dr. just outside the entrance to the East Campus. Vice President Sullivan said there was a discussion with CalTrans on putting in a signal but its criteria is that unless there have been five “broadside” accidents within a 12-month period, the intersection would not qualify. CalTrans has agreed to do a safety study based on the college’s needs because it considers the entrance to the East Campus a health hazard. Joe Sullivan said that we are doing an independent study to determine what can be done to make it safer and we will pass that information on to CalTrans.

Joe Sullivan is proposing that we ask the Board to fund from ending balances at least the health and safety items and the priority “1” items on the Deferred Maintenance list. The question to the Council is to determine if there any lower rated items that should be categorized as priority “1”. This will be discussed at the next CPC meeting. Mr. Sullivan said that we don’t have a projection for this years’ ending balance but it will exceed the five percent reserve required and estimated in the range of \$9 million. The college needs to retain at least \$4 million to meet its 5% reserve requirement. He said when the bid comes out on the remodel of the Physical Science Building, it is going to be over what the state is allocating and we will need to come up with matching funds from ending balances. The Board has agreed to commit out of the ending balances \$600,000 to fund the conference and press center for the stadium to meet the matching funds that we will receive from other non-District sources. Other items will be brought forward at the CPC next meeting for discussion.

5.0 Other Items

5.1 The next CPC meeting will be April 17th.

6.0 Adjournment

Chairperson Jack Friedlander adjourned the meeting.