

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
November 16, 1999
3:00-4:30 PM
A218C**

MINUTES

PRESENT: J. Friedlander, D. Oroz, B. Fahnestock, L. Fairly, K. McLellan, J. Lynn, L. Rose, K. O'Connor, K. Hanna, J. Kruidenier and Alex McKee, Student Senate representative

ABSENT: B. Cordero, T. Garey

GUESTS: Pablo Buckelew and Bill Benjamin

1. Call to Order

1.1 Council Chairperson Jack Friedlander called the meeting to order at 3:10 p.m.

1.2 **M/S/C/ [Oroz/Lynn]** with three abstentions to approve the minutes of the CPC/DTC meeting of November 9, 1999.

2. Announcements

2.1 Dr. Friedlander announced that Jack Ullom has been selected to fill the dean of Academic Affairs position vacated by Dr. Bruce Smith. Dr. Ullom will begin his new position on January 3, 1999. There will be a reception welcoming Dr. Ullom in the office of Dr. Friedlander on Wednesday, December 1st at 12:10 p.m.

2.2 Lana Rose was welcomed back after a short medical absence. Associate Vice President Bill Cordero will be undergoing surgery November 16th.

Action Items

1. Proposed change in the membership of Institutional Research Committee

A. Substitute vice president of academic affairs or his designee for vice president, academic affairs, and a dean of academic affairs

Dr. Friedlander recommended the above change to the membership of the IR Committee. M/S/C [Rose/Fairly]

- B. Discussion of the Wellness Committee and the Facilities Planning, Security and Safety Committee will be addressed at a January CPC meeting.

Hearing Stage: Proposals for Partnership for Excellence funds

- 1. Review of proposals for ongoing funds (*Agenda Att. 1*)

Representatives from each of the College Plan work groups reviewed all the proposals that were submitted. The Academic Senate has completed its recommended ranking of the ongoing requests for Partnership for Excellence funds. The Student Services Advisory Committee will complete its ranking of requests for Partnership for Excellence funds on November 18th. CPC will be asked to rank the ongoing requests for Partnership for Excellence funds at its meeting of November 23.

A. Student Success Work Group

Mental Health Counselor

Associate Vice President Keith McLellan outlined this proposal. He noted that funding for the mental health counselor position has been submitted to the Academic Senate to be ranked as a new non-teaching certificated position.

Pre-assessment Courses for Math

Jim Kruidenier addressed the math proposal. The request for ongoing funds was reduced by \$822 for a total of \$1,606. The remaining \$822 will be considered as a request for one-time funding. The procedure for math assessment was reviewed.

Student Development and Communication

Dr. Friedlander summarized the request for infusing student success strategies in the classroom. He also answered questions regarding the request from the Communication department to establish a full-time LTA position.

B. Vocational Education/Economic Development Work Group

Marketing

Dr. Friedlander described the marketing request to support the promotion of the college's credit occupational programs.

Technologies Division Aide

Technology division aide came out of technologies division. There was a discussion about whether this is a SPA, LTA or division aide position. Vice President Dan Oroz asked that the Human Resources staff work with Dean Baker to properly classify this position. The results of this position analysis will be reported to CPC.

Cosmetology

Jack Friedlander noted that although the Cosmetology department has requested an LTA position, its needs would be better served with a new full-time faculty member. Since the need for the position is to support FTES growth, it would be appropriate to request an additional faculty position from growth funds rather than from Partnership for Excellence dollars. The Cosmetology program has generated approximately 200 FTS this year. Staffing is needed to reach our growth targets. An LTA would be a second choice [to an instructor].

C. Technology Mediated Instruction Work Group

Pablo Buckelew, chair of the Technology Mediated Instruction work group, provided a brief description of each of the committee's top ranked requests. Currently over 900 students are enrolled in online classes. The faculty teaching online classes has recommended the need for assistance in communicating with students. They have proposed a new position entitled, "Online Instructional Aide." This position combines some activities typically performed by tutors and readers, along with some support functions unique to online classes. Providing faculty with this type of support will enable them to serve as many students in online classes as they can when the classes are offered in a classroom-based format. Kathy O'Connor stressed the importance of having Online Instructional Aides to help alleviate the workload that takes place in online classes.

D. Human Resources/Staff Development Work Group

Dan Oroz, Bill Benjamin and Lana Rose described the proposals that were ranked the highest by the Human Resources/Staff development work group and Academic Senate President Lana Rose spoke to the top two priorities.

There was a discussion regarding the Oracle Tutor program that was listed separately from the budget item allotted for Oracle and how that program would be implemented, and, further, whether it meets PFE requirements.

E. Marketing Work Group

Marketing for computerized assessment request. There are two requests; one is for ongoing funds for staffing and the one-time request is for equipment and replacement costs. Dr. Friedlander discussed this request with the council.

F. Institutional-Wide Technology Work Group (DTC)

The dean of technology position was discussed at a previous CPC/DTC meeting.

Other Items

At the November 23rd meeting of CPC:

- Jim Kruidenier will coordinate a demonstration of the Wopat model.
- CPC will hear the onetime requests and rank the ongoing requests.
- Dr. Friedlander will discuss the question of how do these proposals for ongoing and one-time funds fit into the overall strategies to achieve the goals and objectives of the three-year College Plan. A matrix will be compiled outlining these goals and objectives.

Dr. Friedlander briefed the membership on his discussion with Dr. MacDougall regarding the defeat of Measure "T" and the consequences to the college in regard to new faculty and the availability of funds to move the college forward as set forth in the College Plan.

CPC will do rankings on Nov. 30th. The Academic Senate will do their rankings on December 1st.

Adjournment

M/S/C [Oroz/Hanna] to adjourn the meeting at 4:40 PM. CPC will meet again on November 30, 1999.

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