



### **College Planning Council**

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*Chair, President*

**Liz Auchincloss**

*President, CSEA*

**Paul Bishop**

*VP, Information Technology*

**Priscilla Butler**

*Chair, Planning & Resources  
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**Robert Else**

*Sr. Director, Institutional  
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**Pat English**

*VP, Human Resources*

**Jack Friedlander**

*Executive VP, Educational Programs*

**Elie Katzenon**

*AS President*

**Joyce McPheter**

*Classified Staff Representative*

**Michael Medel**

*Supervisor Bargaining Unit*

**Kim Monda**

*Academic Senate Representative*

**Kenley Neufeld**

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**Kathy O'Connor**

*Academic Senate Representative*

**Cindy Salazar**

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**Joseph Sullivan**

*VP, Business Services*

**Laurie Vasquez**

*VP, Academic Senate*

**Dan Watkins**

*Managers Group Representative*

# **SANTA BARBARA CITY COLLEGE**

## **College Planning Committee**

September 17, 2013

3:00-4:30 pm

Room A218C

### **Agenda**

#### **1.0 CALL TO ORDER**

1.1 Approval of 5/21/13 CPC minutes. (Att. 1.1)

1.2 Approval of 9/3/13 CPC minutes. (Att. 1.2)

#### **2.0 ANNOUNCEMENTS**

#### **3.0 INFORMATION ITEMS**

3.1 Replacement of Budgeted Positions – P. English

3.2 Review of the Major Maintenance & Facility Improvement Projects List – J. Hendricks (Att. 3.2)  
The Project List identifies both funded and proposed projects that address building and infrastructure deficiencies throughout all three campuses.

3.3 Review of 2013-14 Facilities Program Review Requests – J. Hendricks (Att. 3.3)  
Requests were submitted through the F&O Work Order system last fall and have been grouped into five categories for follow up action and/or completion.

#### **4.0 DISCUSSION ITEMS**

4.1 Budget Development for 2014/15 – L. Gaskin  
CPC will discuss the use of the zero-based budgeting process to develop the 2014/15 budget to ensure ongoing base budget accuracy and completeness. This will be the final year for ZBB until such time that the institution needs it again to re-distribute resources to high need areas.

4.2 General Planning for the 2015 Self Study – R. Else (Att. 4.2A & 4.2B)

Our next accreditation visit will be in the Fall of 2015, and we need to begin preparing our Self Evaluation report. The attached chart shows the proposed structure of the Accreditation Steering Committee, which will coordinate the preparation of the various sections of the document, led by Accreditation Liaison Officer Robert Else. The proposed timeline is also attached.

#### 4.3 Review of College's Facility Needs – J. Hendricks (Att. 4.3A & 4.3B)

At the CPC meeting of April 30, 2013, Julie Hendricks gave a presentation of the college's facility needs. Julie will review those needs with CPC.

#### 4.4 Prioritizing Facilities Projects Work Group (Att. 4.4)

At the August 3 CPC meeting, the Council formed a work group comprised of Jack Friedlander (chair), Kenley Neufeld, Priscilla Butler, Michael Medel, and Joyce McPheter to develop a draft of criteria for use in prioritizing facilities projects to include in a bond measure. The following criteria were drafted for CPC to consider:

1. Health and safety
2. Meet demand for classroom and office space
3. Provide space to promote student life, non-classroom learning, and engagement
4. Promote efficient use of facilities to better serve students
5. Replace or modernize facilities, including sustainability practices, to meet anticipated needs for the next three decades
6. Meet and/or more fully comply with State and Federal legal mandates and requirements

Additionally, CPC revised the prioritization timeline at its September 3, 2013 meeting and those revisions are incorporated into the attached document. Also attached is the form to be used to rank order the projects.

### 5.0 ACTION ITEMS

#### 5.1 Revisions to Core Principles: Second Reading -- L. Gaskin (Att. 5.1)

As part of the process of updating the mission statement, the Academic Senate reviewed the college's core principles and recommends the revision so noted in the attachment. CPC reviewed these proposed changes as a first reading at its September 3, 2013 meeting.

#### 5.2 Program Review Timeline: Second Reading – R. Else (Att. 5.2)

In this year's Program Review, we plan to provide an optional link from current unit-level activities and goals to the Strategic Directions and Strategic Goals that are currently being vetted as part of the Educational Master Planning and Integrated Planning processes. Thus, the start of the Program Review cycle has been timed to occur as soon as possible following the CPC Second Reading of these Strategic Directions and Goals. The end of the Program Review cycle has been placed in mid-April, to avoid delays in the budget development cycle. Therefore the review committees (ITC, DTC, P&R, and Academic Senate) are asked to schedule their reviews to be completed in time for EC Review on March 24<sup>th</sup>. CPC reviewed the timeline as first reading at its September 3, 2013 meeting.

### 6.0 ADJOURNMENT

#### 6.1 The next regularly scheduled CPC meeting will be held on Tuesday, October 1, 2013 in Room 218C, 3:00-4:30 p.m.