

**Santa Barbara City College**  
**College Planning Council**  
**Tuesday, March 17, 2009**  
**3:00 pm – 4:30 pm**  
**A218C**  
**Minutes**

PRESENT: A. Serban (Chair), I. Alarcon, O. Arellano, L. Auchincloss, P. Bishop, S. Broderick, S. Ehrlich, J. Friedlander, T. Garey, M. Guillen, J. Meyer, K. Molloy, C. Ramirez, J. Sullivan

GUESTS: M. Lin (for C. Avendano), A. Scharper, L. Stark, B. Partee

ABSENT: C. Avendano, S. Knotts

**Call to Order**

Superintendent/President Dr. Serban called the meeting to order.

1. Approval of the minutes of the March 3, 2009 CPC meeting

**M/S/C [Ehrlich/Guillen] to approve the March 3, 2009 CPC meeting minutes.**

**Information Items**

1. Update on state budget – Superintendent/President Dr. Serban discussed the main points of the campus-wide email containing information from the Legislative Analyst's Office regarding the state's fiscal outlook and implications for 2009-10. The prior assumptions that were made have changed due to the importance of the outcome of the May 19<sup>th</sup> ballot which will be a major factor in determining the 09 -10 budget. The LAO identified \$8 billion additional shortfall for 09 – 10 and the implication is that this shortfall will translate into an apportionment shortfall of nearly \$80 million for community colleges. When they say an \$80 million reduction for the system, which means 1.47% of \$80 million is the shortfall transferred to us as a deficit factor, would be approximately \$1.2 million. Every time a system figure is mentioned, the share for SBCC is 1.47% of the number for the system.
  - a. VP Sullivan reported some of the main issues discussed at the latest ACBO meeting he attended in Sacramento.
    - i. One of the bigger concerns for next year was PERS and STERS because they have taken a big hit in the market. PERS can pass costs onto to the community colleges without any legislative action. STERS takes legislative action. Costs will be passed on to the Community Colleges before Fall 2009. There will be an increase in contributions expected from community colleges by July 2009.
    - ii. Deficit Factor was a big topic. It is a compounding deficit with the prediction that it will increase. Dean Sharper asked "Will the May revise reflect the outcome of the election in terms of the deficit?" VP Sullivan reported that the May revise has been

postponed until June 10<sup>th</sup>, so now we refer to it as the June Revise. He went on to say that we will have some projections from the Legislative Analysts Office immediately after the election that will give us an idea of what the impact of the election is.

- iii. Budget Workshop on May 26<sup>th</sup> for all the Community Colleges. That might be postponed until after they get the Governor's revise.
  - iv. How the Districts are coping and planning to cope was a big topic.
- b.** CSEA President Auchincloss asked, on behalf of staff, about the lifting of the hiring freeze and how it will impact those newly filled jobs if the propositions in the May election do not pass. The units are happy about the decision to lift the freeze but they also are concerned about what will happen next year. Superintendent/President Serban answered that the decision to lift the freeze was based on the strong case made in the reports from the VPs and deans regarding the very severe negative impact on the students, faculty and staff at the college. The decision was also based on the fact that we are operating on a budget number that includes those people as if they were here for the entire year, so you look at that budget numbers and they are already included. The vacant positions plus the deductions in hourly workers for these past months have materialized significant savings. All of this was discussed thoroughly with the Board of Trustees and brought to the Board Meetings. In response to CSEA President Auchincloss' question regarding furlough discussions or lay offs, Superintendent/President Serban stated that at this point there is such great uncertainty in terms of the budget that she cannot promise anything. Superintendent/President Serban reiterated that we need to continue to be frugal and save money. She said we need to maintain the reductions we made in Spring, \$4.2 million until we at least know the results of the May 19 election, and then we will have more information to develop the budget for next year. The only bright side is – if there is one - that the a most of the reductions that occurred in 2008-09 were absorbed in Spring 2009, whereas now they can be spread over the entire year 2009-10, so it is somewhat less of an impact.
- c.** Superintendent/President Serban brought up another point that has been talked about before, which is that we are determining what revenue producing measures we can implement in 2009 -10. There are quite a few ideas that the college community has been proposed. With the extra revenue from some of these ideas, we can offset some of the increases in fixed costs, in software licenses as well and in contribution to PERS. COLA helps pay for some of that, but if we do not get COLA, these revenue producing measures will help. CSEA President Auchincloss asked if the reduction in hourlies will continue. Superintendent/President Serban answered that by the June 2009 revise we will know what budget cuts can be restored. Vice President Sullivan added that even with the deficit factor that we now know is going to happen, we would still be at break even for the year approximately. So that is part of the basis for the decision.
- d.** CSEA Member Ramirez asked if there would be an overlap time for an outgoing retiree to train the new incoming hire. Vice President Ehrlich responded that unfortunately the need to be very economical works against what ideally Ramirez described which is that the

current employee in many instances is the best trainer of their successor. Right now we need to be economical.

## Discussion Items

2. Master Calendar for Planning and Budgeting 2009-10 and Beyond – Detail by Area and Month. (distributed at the March 3 meeting; attached again)
  - a. Superintendent/President Serban asked for a review, discussion and reaction to the Master Planning Calendar. She noted that the accreditation standards require documentation and evidence that show we are doing what we say we are going to do. This is a way to show what actions are going to be taken during the year to make it happen. She reported that there are two new listings on the plan: 1) Review of the Basic Skills and Expenditure Plan. CPC should know how the money is being used. Past Academic Senate President Molloy said she has been the one reporting the Basic Skills Expenditures since the inception of the Basic Skills and she has brought it to Senate and said the next report will be in September or October. She will bring it to CPC. 2) The development of the Educational Master Plan. Superintendent/President Serban would like to discuss how we will approach this task and what do we want in our Educational Master Plan. We established as a goal is to have it done by October. She will bring examples from different colleges to the next meeting so we can have a model to see what we would like to do.
  - b. Vice President Ehrlich brought the members of CPC up to date on Faculty hiring: Several positions have been filled, and there will be a few more by the time we have our Board Agenda next Thursday. She reported that we have had a top rate applicant pool with high levels of education and experience, including some with post-doctoral training. They are interested in the educational opportunity that teaching at a community college provides for them and see this as a rewarding occupation for them. She said she thinks our students are in for some very exciting educational opportunities. The reports from the Faculty Committees are that the process is good. Our Faculty takes this opportunity to help add a new member very seriously and she is extremely impressed with the work that the Deans do in supporting this along with the Department Chairs. Executive Vice President Friedlander pointed out that many of the committees have met Fridays and Saturdays because they need that block of time to get all the interviews in and reiterated what VP Ehrlich said that the Faculty are serious about whom they will be adding to our college. Academic Senate President Alarcon shared that he was on a hiring committee and many applicants expressed the level of anxiety about the funding at so many colleges. Some of the finalists are teaching part time at three or four colleges and explained what that is like plus how painful it is and how much they would appreciate being at one place for once. Vice President Ehrlich talked about Campus Diversity Director Rodriguez-Kiino instituting meetings with area graduate students to this campus to talk with them about the excitement and opportunities of teaching at a community college. The College Faculty and

Administrators gave inspired speeches and presentations along with the nuts and bolts of how to apply.

3. Discussion of program reviews resource requests

- a. Human Resources and Legal Affairs – Vice President Ehrlich conveyed what HR/LA, the smallest division of the college, is and then presented a few of their projects. She talked about how they serve the mission of the College. The HR/LA staff wrote collaboratively the mission of the unit. “The Human Resources unit serves the mission of the institution through our commitment to equal employment opportunity and a work environment free from discrimination. We support employee satisfaction through dissemination through current employment information at the fair and consistent application of labor agreements, legally mandated, practices clear and consistent, employment related policies and procedures and through the offering of employee development opportunities. Then we also provide legal support for the college.” She continued to say that the HR/LA Department is detail and process oriented. They deal with the four “u’s”: the unexpected, the unplanned, the unlovely and the urgent.
  - b. Information Technology – Vice President Bishop went through the “Ranked IT Resource Requests for 09-10” from his department. He explained each request and answered all questions.
  - c. Continuing Education – Vice President Arellano explained the process used in Continuing Education to develop the program reviews and rank resource requests. She met with the two interim Deans and all Program Directors. They looked at what was in program reviews and went over the objectives of the College Plan and they had over 30 requests. They refined the list and came up with seven requests. She went through and explained each item on the list, and answered questions.
  - d. Funding sources for requests identified through program reviews for 2009-10  
Superintendent/President Dr. Serban reported that some of requests can be funded through matriculation funding, if not cut, and through the block grant: the Physical Plant allocation (\$168,794.00) and Instructional Equipment Allocation: \$168,779.00. Separate from that we have a settlement from a law suit, \$129,002 which can also be used for physical plant and instructional equipment. More detailed information was discussed and will need to be discussed further at our summer meeting: **Monday, July 27, 2009 - meet 3 – 5pm.**
  - e. Re-instatement of some of the budget reductions – dependent on the results of the May 19 elections and growth funding received at the end of the 2008-09 fiscal year.
4. Discussion of Draft #4 of the Institutional Self Study – Superintendent/President Serban reported that in reading Draft #4 there were too many planning agendas. Whatever is written in this section is a commitment and absolutely has to be done. Some of the plans have actually been accomplished, so we can take them out of the Draft. At the next meeting, we will collate the planning agendas and go through them. We will invite editors for the standards to be here to clarify what they actually want to do. At the April 7 meeting, we will continue Program Reviews.

5. Student Senate Member Linn reported that the Student Senate noticed and appreciated how HR and the Payroll Department has improved with student worker's payroll being centralized and streamlined. Vice President Ehrlich said that was their intention, she is glad it is working and will share that with her department.
6. Tom Garey announced the opening of the SBCC Theatre Arts Dept.'s play, *MoonChildren* at the Interim Theater tomorrow night, March 18<sup>th</sup> which will close March 26<sup>th</sup> at 8pm.

**Meeting was adjourned.**

**Next meeting:** Tuesday, April 7, 2009; 3:00-4:30pm; A218C