SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
DISTRICT TECHNOLOGY COMMITTEE
May 15, 2001
3:00 – 4:30 PM
A218C

MINUTES

PRESENT: J. Friedlander, B. Hamre, S. Ehrlich, L. Fairly, B. Fahnestock, K. McLellan, A. Serban, M. Gallegos, T. Garey, L. Rose, K. Hanna, K. O'Connor, L. Vasquez

ABSENT: Mike Ferrer, Kent Richards

1.0   Call to Order

1.1   The meeting was called to order by chairperson Jack Friedlander.

1.2   Approval of Minutes

M/S/C [Fairly/Rose] with two abstentions [Hamre, Garey] to approve the minutes of the May 1, 2001 CPC meeting, as amended, to correct the misspelling of "Eli" Pitts name in Item 2.1, paragraph 2, to "Elye".

1.3   Announcements

Dr. Friedlander announced that Janice Chase would replace Jim Lynn as the classified staff representative to CPC. Janice's name was selected from five names submitted to Dr. MacDougall by CSEA. CSEA's *Professional Growth and Development Program for Classified Employees* provides for this appointment in this manner.

2.0   Information Items

2.1   Update on the state budget and the implications of the May revision of the spending plan issued in January (**Attachment #1, 5/15 CPC agenda**).

Jack Friedlander highlighted some of the changes to the revision:

➢ recommend decrease in the COLA from 3.91% to 3.8%
➢ reduction the student access from 3.5% to 3% system-wide
➢ maintain the money for part-time salaries
➢ augment economic development by $5 million. A significant amount of money is targeted to augment new programs as information technology, health and nursing.

➢ no additional money for instructional equipment or equipment maintenance and repairs

➢ a $49m budget to help offset energy costs to the community colleges

Dr. Friedlander read Tom Nussbaum's summation of the budget revision which augments the January proposed allocation by $21.6m. Mr. Nussbaum said that the system should thank Governor Davis for recognizing the critical needs of our community colleges and, despite the condition of the state General fund, meeting those needs. The final budget will be announced by July 1.

2.2　Update on the approach to conducting the assessment of institutional effectiveness

[Andreea wrote this]
Andreea Serban reported the change of the College Plan requires revisiting the Institutional Effectiveness Report to verify that the report continues to be aligned with the institutional mission and the goals and objectives of the new College Plan as well as responsive to the accountability and accreditation outcome requirements. Dr. Serban would like to take advantage of this opportunity to make sure that the Institutional Effectiveness report focuses exclusively on outputs and outcomes rather than also including input or process measures. In that vein, she would also like to create a campus factbook, which would include input and process information as well as outcomes (i.e., combine the information that has been traditionally included in the Student Characteristics report and other factual information which provides details about various aspects of the college: students, faculty, staff, fees, organization, etc). Andreea will work with Jack Friedlander and Dr. MacDougall over the summer to determine the measures that will be included in the Institutional Effectiveness report for 2000-01.

2.3　Continuing Education positions: CIOF Center and Senior Program Coordinator; adjustment of administrator's time

Lynda Fairly distributed a handout which identifies the use of $157,694 in funding allocated to Continuing Education for on-going expenses funded by PFE money. She outlined the use of these funds for two district-funded positions; the Director of CIOF and the Computer Outreach Lab Assistant. Vice President Fairly also identified the source of funds to be used for a senior program coordinator position.

2.4　Procedure to be taken for nominations of classified staff to replace Jim Lynn

Addressed in Item 1.3.

3.0　Discussion Items

3.1　Planning assumptions for the development of the College Plan 2002-2005

Jack Friedlander: Educational Programs

Dr. Friedlander distributed the planning assumptions that will affect Educational Programs during the next three years and discussed some of the most significant areas.

2

Demographic Trends: Dr. Friedlander discussed the demographic trends and implications for the college, economic factors, program delivery, competition from other providers of education and faculty and staff. A key issue is the college's growth target of 2.5 to 3% per year yet our community service area is projected to grow less than 1% per year. If we are to achieve our growth target of 2.5-3% a year, we will have to reach segments of our population that haven't been tapped either at all or to its fullest extent. This has major implications on how we design, develop and deliver those programs to achieve that growth target. Housing is also a concern because of a large number of out-of-area students. The college is now looking for housing options and will have some sort of relationship with the sources of potential housing for these students. I feel that given our accountability for student success, the college will have to do more to identify and respond to the needs of students, many who are away from home for the first time as it pertains to their ability to succeed in college.

Program Delivery: We will need to look at offering alternative methods for scheduling classes to meet the diverse and changing needs of our students. The alternative methods for scheduling and delivering instruction and co-curricular services will have significant implications in where and how faculty and staff perform their responsibilities. With the implementation of WebCT and the student portal and with more classes being offered on the Web, it will intrinsically alter scheduling patterns, work patterns and support patterns as we offer more courses over the Web. Over the next few years, this will be a major area of focus for the college.

One of the main trends identified was the rapid increase in service jobs, retail, hotel jobs and manufacturing jobs. One of the ways to reach these positions is at the workplace. There is a major movement towards workplace learning where a lot of the instruction takes place at the workplace instead of the college.

Much of the growth in the credit program will take place in occupational/technical program area. We will need to identify strategies for offering these high-tech programs.

In the next couple of years, the college will need to account for showing documented student learning results and outcome measures. As an institution, we will be spending more time on staff development and identifying strategies to focus on achieving these outcome measures.

Faculty and Staff: Another issue is the use of student workers for tutoring positions, readers, and mentors and in our labs. We cannot compete with the private sector and the gap is growing. We need either to change our pay scale or develop strategies for attracting and retaining student workers.

Bill Hamre: Information Resources Division

Vice President Bill Hamre distributed his list of planning principles and assumptions stating that technology will be used strategically to manage the information resources of the College effectively and to improve the efficiency and effectiveness of college

operations. He further stated that in the last 3-year planning process, we identified a large number of technology issues but didn't start the discussion about resources and the availability of staff and resources until well into the implementation. The implication is that there is a need to conduct technology planning based on alternative planning assumptions concerning the resources available to support t technology and the rate and scope of technology adoption and use by the college.

Brian Fahnestock: Business Services Division

Brian Fahnestock distributed a handout of the business services area strategic planning principles and assumptions. Time did not allow for him to discuss the issues.

3.2   Process for completing the College Plan for 2002-2005

A timeline was distributed as attachment #2 with the agenda.

3.3   Determination of attendees for CPC planning retreat to be held June 5th through 7th

Dr. Friedlander suggested that the following individuals/representatives be asked to participate in the planning retreat:

      ITC representative
      Two faculty members (to be determined by Academic Senate President)
      Michael Gallegos, Dean of Technology
      Dean of Educational Programs, Pablo Buckelew
      Student Services representative – non-faculty
      Classified staff member

4.0   Action Items

4.1   CPC balloted on the top-ranked one-time and top-ranked ongoing PFE proposals
      (*Results of balloting attached*)

One-time PFE Proposals:

Prior to voting, Dr. Friedlander informed the council that the amount of funds available for one-time funding from PFE would be $217,000. PFE funds have already be allocated for the Fitness Center in the amount of $133,000 with the balance of $43,000 being contributed from the district construction fund. Kathy O'Connor asked the council to consider a block of money for technology items be voted upon rather than having the council vote on individual technology items. Her reasoning is that ITC can then rank their items from this block of funding and would be better prepared to rank priority items. It was decided to eliminate the itemized technology items from the ballot and give technology a lump sum amount of $84,000. ITC can then rank technology items to that amount. The Lam Tech proposal was eliminated from the ballot because another source of funding was found and the Fitness Center amount was changed on the ballot to $133,000.

M/S [O'Connor/Serban] to accept the CPC ranking of one-time PFE proposals to $217,000.

Lana Rose made an amendment to the motion to lower the block of money [$84,000] voted to fund technology items by $8,350 and to use these dollars to fund the Trimble Pathfinder ProXR for the Earth & Planetary Sciences department.

Kathy O'Connor accepted the amendment to the motion.

The motion was amended [*and accepted by Rose*] to accept the following items of one-time PFE proposals for funding:

Fitness Center	**$133,000**
Technology Items	**$ 75,650**
Trimble Pathfinder	**$ 8,350**

<u>**Ongoing PFE Proposals:**</u>

M/S/C [Rose/Hamre] to consider the top four ranked items as top priority items.

M/S/C [Rose/McLellan] to consider items CPC ranked 18 through 24 be considered the lower-ranked items.

M/S/Defeated [Rose/Garey] to re-rank items ranked 5 through 13. (*5 for/5 against/Chairperson Jack Friedlander, nay*)

5.0   Other Items

DTC MEETING

Due to the lack of time, DTC items were not addressed.

6.0   Information Items

6.1   Computer use policy

7.0   Discussion Items

7.1   Discussion of 10-year growth in technology infrastructure and support at SBCC.

7.2   Collegis Web Development Resource Matrix

7.3   Summary of major finding from Collegis on web planning

8.0   Other Items

9.0   Adjournment

The meeting was adjourned by chairperson Jack Friedlander.

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