

**Santa Barbara City College
College Planning Council
Tuesday, February 5, 2013
3:00 – 4:30 p.m.
A218C
Minutes**

PRESENT

L. Gaskin, President;
L. Auchincloss, Pres., CSEA;
P. Bishop, VP Information Technology;
R. Else, Sr. Dir. Inst. Assessment, Research & Planning;
P. English, Interim VP HR;
J. Friedlander, Executive VP Ed Programs;
J. McPheter, Classified Staff Representative;
M. Medel, Supervisory Bargaining Unit;
K. Monda, Academic Senate Representative, Chair Planning & Resources Committee;
D. Morris, VP, Academic Senate;
D. Nevins, President, Academic Senate;
K. O'Connor, Academic Senate Representative;
C. Salazar, Classified Staff Representative;
G. Sherman, President, Assoc. Student Body;
J. Sullivan, VP Business Services

GUESTS:

C. Alsheimer, IA/Senate Liaison;
P. Butler, ESL;
A. Olguin, Psychology & Social Sciences;
J. Pike, Director, Learning Resource Center;
L. Stark, Pres. Instructors' Association;
L. Wintermeyer, Dual Enrollment

1.0 CALL TO ORDER

1.1 Dr. Gaskin called the meeting to order.

1.2 **M/S/C (Nevins/Salazar) to approve the 1/29/13 CPC. All were in favor.**

2.0 ANNOUNCEMENTS

2.1 Joe Sullivan informed CPC that EC+ met to review the vacant, budgeted positions, the four option process using resources provided by Prop 30, and the nine positions impacted by the process. An email would be forwarded to the group defining the process, the list of positions impacted by the process, and the determination to refill (or not).

It was requested that CPC develop a process of prioritizing open (but unbudgeted) and new positions. This will be discussed at the next CPC meeting.

2.2 Dr. Friedlander announced that Andy Harper, currently a director with CE, has been selected as the new Executive Director for the Center for Lifelong Learning.

- 2.3 Dr. Gaskin announced that SBCC has been awarded \$150,000 from the Santa Barbara Foundation to support the dual enrollment program which promotes college going and career exploration in the Carpinteria and Santa Barbara secondary school districts. The program, Get Focused Stay Focused, targets all ninth graders (with follow-up in 10th, 11th and 12th grades) in the two districts, which also covers secondary school in Goleta.

3.0 INFORMATION ITEMS

- 3.1 CPC Membership – L. Gaskin

The resignation of the VP of CE has provided a vacant voting position on CPC. Concurrently, managers feel that they are not well represented in governance bodies at SBCC. Dr. Gaskin recommends that the open seat be filled with a representative from the unrepresented managers group. The issue will be revisited at the Feb. 19, 2013 CPC meeting.

- 3.2 Management Meet & Confer Group and Teamsters Supervisory Bargaining Unit – P. English (Att.3.2)

The lists of employees included in the Management Meet & Confer Group and the Teamsters Supervisory Bargaining Unit was reviewed and briefly discussed.

4.0 DISCUSSION ITEMS

- 4.1 SBCC's Educational Plan – L. Gaskin

Guidance from CPC is needed on the drafting of an Educational Master Plan (EMP). EMP is central to integrated planning in conjunction with an updated mission, program review, resource allocation and continuous assessment. A core group including Dr. Gaskin, Robert Else, Joe Sullivan and Dr. Friedlander was established to assist with the EMP process and to select a consultant with expertise in this area. This individual will work with the Integrated Planning Workgroup in framing the EMP.

- 4.2 Future of SBCC: Enrollment Growth Challenges – L. Gaskin and All

This discussion item was tabled.

5.0 ACTION ITEMS

- 5.1 CE 2013-14 Calendar – J. Friedlander (Att. 5.1)

The goal is to have CE transition from a quarter schedule to a semester system in 2014-15. The CE 2013-14 calendar, however, will retain the quarter schedule.

M/S/C (Nevin/Neufeld) to approve the CE 2013-14 Calendar. All approved.

- 5.2 Revised SBCC Mission Statement: First Reading – All (Att. 5.2A & B)

It was agreed that this discussion item was actually a First Reading, rather than a second reading, and that action on the item is expected at the Feb. 19, 2013 CPC meeting. Dr. Gaskin noted that the accreditation standards describe the mission statement in terms of three criteria: the nature of the institution, the intended student

population, and the commitment to student learning. The document (Att. 5.2B) was created in consultation with Eva Conrad as a draft mission statement and a way to frame the mission statement to incorporate those three elements. The function of the mission statement was discussed as what distinguishes and defines SBCC from other institutions. Feedback identified by Dr. Gaskin after the CPC retreat focused on four areas in which SBCC is distinguished: our learning environment, discovery and passion, global responsibility and opportunity for all. Discussion ensued and included topics as related to the mission statement such as Education Code's statement of mission, core principles, educational outcomes, learning environment, sustainability, diversity, and a vision for the college. It was agreed that Dr. Friedlander and Kim Monda would craft a bulleted item in core principles to address outcomes. In conclusion, in response to concerns, it was agreed that "our purpose" would be changed to "our charter" and that the inclusion of the Education Code text would be synthesized.

The mission statement will be brought back for action on February 19.

5.3 First Reading: SBCC Resource Guide to Governance and Decision-making – R. Else (Att.5.3)

It was explained that the Resource Guide was created by the Accreditation Task Force (ATF) to address the need for codification of governance and decision-making processes. The document is to be submitted along with the ATF's Special Report to the Accreditation Commission by March 15, 2013. There will be a second reading of the document by CPC on Feb. 19, 2013, and once agreed upon, it will be submitted to the BOT with the Special Report. Errors and concerns were noted on pages 6, 12 and 24 and will be addressed before the next reading. It was suggested that a glossary of acronyms be included with the document. The Resource Guide is open to an annual review. Thanks was given to Robert Else and the ATF for their work on the Resource Guide.

6.0 ADJOURNMENT

- 6.1 The next regularly scheduled CPC meeting will be Tuesday, February 19, 2013 in Room 218C, 3:00-4:30 p.m.