

**Santa Barbara City College
College Planning Council
Tuesday, December 2, 2014
3:00 – 4:30 p.m.
A218C**

Minutes

PRESENT:

L. Gaskin, Chair, President
L. Auchincloss, President, CSEA
P. Butler, Chair, Planning & Resources Committee
R. Else, Sr. Director, Institutional Assessment,
Research & Planning (non-voting)
P. English, VP, Human Resources
J. Friedlander, Executive VP, Educational Programs
J. McPheter, Classified Staff Representative
K. Monda, President, Academic Senate
K. Neufeld, Advancing Leadership Committee
Representative (for D. Watkins)
D. Nevins, Academic Senate Representative
C. Ransom, President, Associated Student Government
(non-voting)
C. Salazar, Classified Staff Representative
(arrived after Call to Order)
P. Stark, Academic Senate Representative
J. Sullivan, VP, Business Services
L. Vasquez, VP, Academic Senate
J. Walker, Advancing Leadership Committee Representative

GUESTS:

A. Price, Educational Programs

ABSENT:

P. Bishop, VP, Information Technology
G. Maynetto, President, Associated Student Government
(non-voting)
D. Watkins, Advancing Leadership Committee Representative

1.0 CALL TO ORDER

1.1 Approval of 11/4/14 minutes (Att. 1.1)

M/S/C (McPheter/Nevins) to approve the 11/4/14 minutes. 13 approved. Motion passed.

1.2 Approval of 11/18/14 minutes (Att. 1.2)

M/S/C (McPheter/Sullivan) to approve the 11/18/14 minutes. 13 approved. Motion passed.

2.0 ANNOUNCEMENTS

- 2.1 Robert Else announced that the Substantive Change proposal has been accepted by the Accreditation Commission. Kenley Neufeld, the lead on the proposal, explained that the proposal covers program changes and must be submitted to the Accreditation Commission six months prior to an accreditation visit.
- 2.2 Dr. Gaskin announced that PLLUMP user group meetings were taking place this week.
- 2.3 Dr. Gaskin announced that a Neighborhood Task Force (NTF) consisting of SBCC staff and faculty, representatives from the City of Santa Barbara, and from nearby neighborhoods had been convened to address neighborhood wellness issues. The task force has been meeting for the past two months and will end in January 2015. NTF recommendations that may require college resources will be forthcoming.
- 2.4 Dr. Gaskin announced after agenda item 4.1 that the Fiscal Committee received the college's audit report and there were no undue findings. She acknowledged Robert Else, Lyndsay Maas and James Zavas for their work in this area.

3.0 INFORMATION ITEMS

- 3.1 Replacement of Budgeted Positions – P. English
None.

- 3.2 PLLUMP – L. Gaskin (Att. 3.2)

Dr. Gaskin presented in Julie Hendricks' absence. She asked council members to share the presented information with their CPC Plus counterparts.

Dr. Gaskin reported that Pamela Anderson Brule, the consultant hired to create a project vision for the college, had incorporated feedback from various campus groups to produce the SBCC Program Location and Land Use Master Plan (PLLUMP). Dr. Gaskin reviewed the plan as outlined on attachment 3.2, starting with the college's mission statement and concluding with a review of Guiding Principles - Educational Program Locations and Land Planning. She gave a brief overview of the Service and Program Organizational Model which visually clarifies the plan's focus on transfer and degree programs, career and technical programs, and personal enrichment. At the plan's core are support services emphasizing college prep and career development.

4.0 DISCUSSION ITEMS

- 4.1 Revised Student Equity Plan and Committee Charge: First Reading – P. Butler and J. Friedlander (Att. 4.1, 4.1a)

Dr. Priscilla Butler reported that the Student Equity Plan was developed to address discrepancies in achievement among the college's student populations. Areas most heavily impacted by the plan include basic skills (English, English skills, math) and educational support divisions. Dr. Butler summarized the primary changes to the revised document including the three phases of the timeline, the five areas addressing outcome measures (Access, Course Completion, ESL and Basic Skills Completion, Degree and Certificate Completion and Transfer), and the new additional sections. She briefly reviewed each new section beginning with the Executive Summary which lists the major plan components, an Introduction and Philosophy section clarifying what SBCC

believes and supports in terms of equity, and the Final Note insert at the end of the Goals and Activities section, recognizing people's concerns about the number and scope of activities.

Some minor corrections to the Evaluation Schedule and Process were made by council members.

Upcoming meetings with the Academic Senate on December 3, 2014 and the Student Access Success Equity (SASE) Committee on December 5, 2014 may produce more changes. She noted that the first budget meeting to review project proposals for the plan is scheduled for December 8, 2014.

Discussion and suggestions ensued regarding increasing counseling staff, the engagement of faculty and staff in the plan, and the SASE committee's charge and composition. Dr. Gaskin provided a brief history of the SASE committee and its charge. She informed council that the plan must be submitted to the Chancellor's Office by January 23, 2015.

A brief discussion regarding the plan's budget took place. \$806,876 has been allocated for the 2014-15 academic year. Budget categories will be forthcoming.

Robert Else will provide data support for the plan.

4.2 2014 Educational Master Plan – Clarification of the Evaluation Cycle: First Reading – R. Else and P. Butler (Att. 4.2)

Robert Else presented Version 2 of the Educational Master Plan (EMP) with clarification of the plan's annual evaluation cycle. Mr. Else noted that a revision history is now included in the document. It was suggested that the most recent revisions be listed first. Mr. Else explained that each spring the Institutional Research (IR) department will produce the EMP's annual progress report, which will then be submitted to the Institutional Effectiveness Committee and subsequently to CPC. The three main components of the report will include the PEC Best Practices, Featured Programs and Activities, and IR MOPs (Institutional Research - Measures of Progress). He briefly reviewed each component and noted that section 4.0, Evaluation of Progress on the Strategic Directions and Goals, is a new section. Discussion and suggestions followed.

The 2014 Educational Master Plan – Clarification of the Evaluation Cycle will be submitted for a second reading at a future meeting.

5.0 ACTION ITEMS

5.1 Distance Education Plan: Second Reading – K. Monda (Att. 5.1)

Kenley Neufeld provided a brief overview of the Distance Education Plan process.

M/S/C (Nevins/Monda) to postpone acting on item 5.1 Distance Education Plan until the December 12, 2014 CPC meeting following the plan's review by the Academic Senate. 14 approved. Motion passed.

6.0 ADJOURNMENT

6.1 The next scheduled CPC meeting will be held on Tuesday, December 9, 2014 in Room 218C, 3:00-4:30 p.m. The December 16, 2014 meeting has been canceled.