

**Santa Barbara City College
College Planning Council
Tuesday, October 21, 2014
3:00 – 4:30 p.m.
A218C**

Minutes

PRESENT:

L. Gaskin, Chair, President
L. Auchincloss, President, CSEA
P. Bishop, VP, Information Technology
P. Butler, Chair, Planning & Resources Committee
R. Else, Sr. Director, Institutional Assessment,
Research & Planning (non-voting)
J. Friedlander, Executive VP, Educational Programs
G. Maynetto, President, Associated Student Government
(non-voting)
J. McPheter, Classified Staff Representative
K. Monda, President, Academic Senate
D. Nevins, Academic Senate Representative
P. Stark, Academic Senate Representative
J. Sullivan, VP, Business Services
L. Vasquez, VP, Academic Senate
J. Walker, Advancing Leadership Committee Representative
D. Watkins, Advancing Leadership Committee Representative

GUESTS:

C. Alscheimer, Academic Senate
W. Hartsock, The Channels
L. Mass, Controller
K. O'Connor, Physical Health Education
J. Zavas, Asst. Controller

ABSENT:

P. English, VP, Human Resources
C. Salazar, Classified Staff Representative

1.0 CALL TO ORDER

1.1 Approval of 10/7/14 CPC minutes (Att. 1.1).

M/S/C (Bishop/Nevins) to approve the 10/7/14 CPC minutes. All present voting members approved. Motion passed.

2.0 ANNOUNCEMENTS

2.1 Gracie Maynetto announced that the Student Senate would be hosting a dodgeball tournament for students, staff and faculty on Friday, October 24, 2014.

2.2 Laurie Vasquez announced that a webcast meeting, "Four Steps to Electronic Information Technologies Compliance," was scheduled for Wednesday, October 22, 2014.

3.0 INFORMATION ITEMS

3.1 Replacement of Budgeted Positions – K. Neufeld

Kenley Neufeld informed council members that the library has a vacant Library Assistant position. The position has been reclassified to Library Technician to better meet the needs of the department. The Library Technician position will be an 11-month position and will not incur increased costs over the replaced position.

3.2 Preliminary Budget Development Timeline for 2015-16 – J. Sullivan and L. Maas (Att. 3.2)

Lyndsay Maas, Controller, reviewed the budget timeline to date and stated that the timeline is similar to the 2014-15 budget timeline. She noted, however, in the interest of streamlining the timeline for easier reading, several sub-group items were edited from the document as they provided information unnecessary to CPC's process.

3.3 Formation of SBCC Professional Development Advisory Committee – K. Neufeld (Att. 3.3)

In order for the college to be eligible for a portion of the state's professional development funds, Kenley Neufeld reported that the California Education Code requires the college to maintain a professional development advisory committee. Mr. Neufeld briefly reviewed the membership and responsibilities of the committee as outlined in Attachment 3.3, "SBCC Professional Development Advisory Committee."

The updated version of Attachment 3.3 will be posted after the meeting.

4.0 DISCUSSION ITEMS

4.1 Transportation Alternatives and Incentive Plan: First Reading – J. Sullivan (Att. 4.1)

Joe Sullivan presented the Alternative Transportation Program's pilot program for first reading. He referred to Attachment 4.1 entitled "Alternative Transportation Program, Main Campus Pilot Program." Discussion ensued regarding the proposed alternative transportation sources including shuttles from the Wake Campus and Garden Street, bicycles and bicycle storage, vanpools and bus service to the college.

Mr. Sullivan stated that the program offers cash incentives to employees who use alternative transportation to campus. He agreed to research whether or not the incentive rewards would be treated as taxable income. The trial run of the program will take place during the 2015 spring semester.

Mr. Sullivan requested CPC approval of the program's start-up costs of \$128,810. This amount covers the following:

- Five (5) storage sheds: \$ 62,540
- Two (2) cars: \$ 53,800
- Six (6) electric bikes: \$ 12,470

M/S/C (Nevins/Monda) to move to action the request for start-up funding for the Alternative Transportation Program's pilot program. All voting members present approved. Motion passed.

Further discussion ensued regarding offsite park and shuttle options.

M/S/C (Nevins/Bishop) to approve capital outlay funding of \$128,810 for the pilot Alternative Transportation Program. All voting members present approved. Motion passed.

4.2 Processes for Review of 2015-2016 Resource Requests: First Reading – P. Butler and L. Vasquez (Att. 4.2)

Laurie Vasquez stated that the ranking methods used by committees that submit resource request items vary from committee to committee. She requested guidance and clarification from CPC with regard to the ranking of resource request items.

After discussion regarding various methods of ranking, including the Wopat method currently used by the Academic Senate, it was agreed that direction would be given to committees indicating that they rank their recommendations clearly identifying their top priorities by using the following ranking system:

1 = yes (green)

2 = maybe (yellow)

3 = no (red/pink)

N/A = not ranking (color TBD)

Groups are not to be limited to a certain number or evenly distributed number of 1s, 2s, and 3s and each individual constituent group may reach their rankings using their own method. However, if there is a question regarding the funding of priority rankings, CPC will use the Wopat method of ranking to determine the outcome.

5.0 ACTION ITEMS

None.

6.0 ADJOURNMENT

6.1 The next scheduled CPC meeting will be held on Tuesday, November 4, 2014 in Room 218C, 3:00-4:30 p.m.