

SANTA BARBARA CITY COLLEGE  
COLLEGE PLANNING COUNCIL  
June 18, 1996

MINUTES

PRESENT: Dr. MacDougall, J. Friedlander, L. Auchincloss (for B. Hull), D. Barthelmess, J. Craven (for L. Fairly), B. Hamre, C. Hanson, T. Garey, J. Peterson, K. O'Connor, D. Oroz, J. Romo.

1. CALL TO ORDER

Dr. Friedlander called the meeting to order at 3:05 p.m.

2. REPORTS

**2.1 Report on 1995-96 End-of-Year Balances**

Dr. MacDougall was present to give a report on 1995-96 Year-End Balances. A chart outlining the revenue and the proposed allocation of end-of-year balances was distributed. The total revenue is \$1,084,210, including additional revenue of \$585,892 and an unneeded reserve contingency of \$498,318. Dr. MacDougall noted that, with a few exceptions, these funds were allocated based on existing principles of investing funds consistent with the goals and direction of the college.

Proposed Use of Additional Revenue:

A. Transfer to Fund 28 (Equipment Replacement)	\$250,000
Computer Equipment	250,000
Redesign Implementation	250,000
Foundation Equipment (For equipment to upgrade fund-raising activities)	60,000
B. Transfer to Fund 49 (Rehabilitation/Construction)	250,000
Administration-Building Remodel	250,000
LSG Building Safety Remodel	250,000
Design Work for other possible Construction Projects: (HRC, gym, Schott Center, Admin. Entrance)	24,210
Estimated Year-End Balances in General Fund Account	\$675,435
A. Carry-over to 1996-97	
Board Election (November 1996)	\$45,000
Funds to Cover Banked TLU Liability)	\$225,000

B. Possible Additional Budget Transfers/Commitments	
X-ray equipment move (Equipment donated by Cottage Hospital; value in excess of \$300,000)	\$20,000
Business Labs (Computer Labs)	150,000
P.E. Floor	28,000
Marketing	25,000
Summer Projects (Projects involving faculty, in summer 96)	60,000
Cooperative Learning Project	17,000
Information Tech (Replace File Servers)	70,000
Redesign Equipment	35,435
Other possible if dollars are available:	
Software (System 2000) (Move from Santa Rosa to New System)	75,000
Athletics: (Provide <u>one-year only</u> base funding for Men's Soccer and Men's Volleyball [currently supported by fund-raising activities])	40,000
Computer Labs (C.E.)	75,000

In response to several questions from the floor regarding funding for Project Redesign, Dr. MacDougall stated that the purpose of the \$250,000 allocation from 95-96 end-year revenues to Project Redesign was two-fold: (1) to provide the necessary base funding to implement the prioritized redesign projects and (2) to demonstrate to potential strategic partners our commitment to the redesign projects. Additional funding for Project Redesign will come from the three-year, \$225,000 grant from the Department of Education's Fund for the Improvement of Post-Secondary Education (FIPSE). (Dr. MacDougall expressed his appreciation to Jack Friedlander and Janice Peterson for their work on this successful grant.) The Academic Senate President requested a copy of the budget for Project Redesign to take to the Academic Senate. Dr. MacDougall reiterated that the allocation to the Men's Volleyball and Soccer teams was for the 96-97 academic year only and that this condition had been confirmed with the PE staff.

## **2.2 Policy on Computer Technology Equipment Renewal and Development**

Bill Hamre distributed copies of the of the proposed policy for equipment renewal and development were distributed to members. By way of background, Dr. MacDougall reviewed the history of SBCC's equipment replacement based on the policy adopted by the Board of Trustees in 1991 which authorized the use of lottery funds not allocated to salaries for the replacement of equipment. Since 1991 approximately \$800,000 a year has been allocated according to formula: 40% to Information Technologies, 10% to College-wide needs and 50% to the vice president's areas. The increasing concern that the amount

allocated to computer equipment and renewal is inadequate was substantiated by the findings of the Redesign Project on Computer Planning, Acquisition, Installation and Renewal, chaired by John Romo. One of the major findings of that committee is that the replacement rate for computer equipment (\$320,000 yearly) is insufficient, given the size of the growing computer technology inventory (\$2.6 - 3 million) and the need to add to the technology infrastructure, (e.g., student access to computers, support new program initiatives.). As a result of the redesign committee's findings and recommendations and lengthy Cabinet discussions, the President is proposing a policy for the renewal and development of computer equipment for the district. The proposed policy provides funding levels for a five to six year computer technology replacement cycle (estimated at approximately \$600,000 annually), with an additional \$250,000 committed to the acquisition of new computer equipment. The target funding for computers (\$850,000 a year for new and replacement equipment) and non-computer equipment (\$800,000 a year) is \$1,650,000 a year. Funds for the equipment would come from the following sources: lottery revenues, state instructional equipment, general fund year-end balances, grants/donations and strategic partners. The proposal will be submitted to the Board of Trustees on June 27.

### **2.3 Accreditation Report**

Janice Peterson reported that SBCC's institutional self-study report prepared for the accreditation visit has been completed and submitted to Rob Reilly for final copy editing. (Several minor errors in the Self-Study were brought to Janice's attention. Changes will be submitted to Rob Reilly.) The Self-Study Report will be printed in July for distribution to staff and to the Accreditation Team in advance of their visit in late October. The purpose of the Self-Study is to provide assurance that the College meets or exceeds the eight Standards for Accreditation and to document how Project Redesign is contributing to the attainment of the eight standards for accreditation, and redesign. Mrs. Peterson thanked everyone who worked on the Self Study and expressed her satisfaction with the results. Bill Hamre commented that the "experimental" factor in the self-study process required much effort and coordination, but the document is more useful as a gauge of the implications of Project Redesign for institutional change than a more traditional self-study. It was noted that one of the difficulties in the self-study process is that Project Redesign is constantly changing and that some of the elements in the document will have to be modified for the Accreditation Team visit in October. Mr. Hamre thanked Janice Peterson for the quality and completeness of her work as self-study coordinator. The study "would never would have happened" without her.

Dr. MacDougall expressed his appreciation to everyone who worked on the Self-Study, especially Janice Peterson and Bill Hamre for their contributions.

### 3.0 ANNOUNCEMENTS

Dr. Hanson reported that the Edison Company will shut down all power on campus from Friday, June 21 through Sunday, June 25.

### 4.0 ADJOURNMENT

The meeting was adjourned at 4:15 p.m.

cc: Deans, Assistant Deans, Academic Senate, Department Chairs, Instructor's Association,  
Classified Council, CSEA, College Information, *The Channels*

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