

SANTA BARBARA CITY COLLEGE

COLLEGE PLANNING COUNCIL

October 20, 1987

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, L. Fairly, P. Freeman, T. Garey,
C. Hanson, E. Hodes, D. Ringer, D. Seaver
RESOURCE: B. Miller

The Chair distributed a revised agenda (attached) to include the ACTION ITEM on Dr. Hanson's request to fund from lottery a new electric tractor for the gymnasium. The Continuing Education lottery plan was appropriately deleted as an ACTION ITEM and moved to REPORTS.

APPROVAL OF MINUTES

M/S/C Garey/Fairly Unanimous

To approve the minutes of October 6, 1987

ACTION

Dr. Hanson reviewed his request to fund from lottery an electric tractor to set up the bleachers in the gym. He stated that the tractor would significantly reduce the stress on the bleachers which have recently been repaired at a cost of approximately \$11,000. It was noted that this piece of equipment would have campus-wide and community benefits.

M/S/C Hanson/Fairly

To provide \$5,000 from lottery for the electric tractor and related installation costs.

Ayes: 7 Noes: 0 Abst.: 1

Dr. Hanson withdrew the October 6 lottery request for sleeves and plates for the volleyball posts.

REPORTS

Business Services

Dr. Hanson gave a brief report on expected timelines (See Handout #1) for salary adjustments resulting from recent contract settlements. He reported that contract faculty will receive in their October 31 warrants the 9% salary and benefits adjustments retroactive to September. On November 30, part-time lecturers will receive their 10 percent adjustments retroactive for September and October. Payroll will include the 3.4 COLA increases for 1988 in the January 29 warrants. Retroactive pay from January 1 through August 31, 1987 will be prepared in February and March for the March 31 payroll. Dr. Hanson expressed the opinion that including the retroactive pay for the January 87 August 87 period after January 1 could have tax advantages.

It was noted that the Payroll staff, including two temporary employees, is committing many hours and much effort to completing this very laborious project as quickly and efficiently as possible.

1987-88 VEA Proposal

The Chair turned the meeting over to Don Seaver who reported on the 1987-88 VEA allocation plan (see Handout 2). He stated that the College will receive \$224,691 in funding from VEA. He outlined briefly the steps involved in the application process which began with a series of meetings with John Romo and key department personnel to present guidelines. Applicants were asked to submit all requests in writing, with supporting documentation. The Vice President, Academic Affairs and Mr. Seaver then reviewed and prioritized the requests.

Mr. Seaver pointed out that allocations in TITLE II, Subpart A, are primarily for support services and that approximately 90% of the TITLE II, Subpart B, Program Improvement, Innovation, Expansion is for the purchase of equipment.

The College is now waiting for official confirmation from the Chancellor's Office that the VEA application has been approved.

The Chair commended and thanked Mr. Seaver for his excellent work on the VEA project.

Updating Five-Year Plans

Mr. B. Miller presented a brief update on the 5-Year planning guidelines. He stated that although the format is essentially the same as last year, greater emphasis will be placed on the "Mission" of the College and the Statement of Institutional Priorities. He reported that, because SBCC is one of 10 colleges participating in the development of a statewide model, planning documents are receiving close scrutiny by the Chancellor's Office. The Chancellor's Office 1986 review indicated that more effort should be made to integrate into departmental and institutional planning the funding for VEA, DSS, EOPS, matriculation, and capital outlay projects.

Mr. Miller informed the Council that five-year planning documents were submitted to the President last week for his review and distribution to the college units. He pointed out that departments which submitted comprehensive plans last year need only update them for the current year, and noted that in order to facilitate compiling a more concise and uniform document, a standardized summary format is included and should be used by Division Deans. A summary of the 5-year plans will be sent to the College Planning Council and will be used as a basis for prioritizing resource requests and budget development.

Continuing Education Plan for the Expenditure of Lottery Funds

Dr. Bobgan presented as an information item (Handout 3) Continuing Education's lottery requests. The items total \$110,000.

jdm

Attachments

cc: Dr. MacDougall, Deans/Assistant Deans, Division/Department Chairs,
Mr. Miller, Mr. Pickering, Dr. Ullom, Ms. Harrington

SANTA BARBARA CITY COLLEGE

BUSINESS SERVICES

MEMORANDUM October 20, 1987
TO: Alma Ledbetter
FROM: Charles L. Hanson
SUBJECT: COLLEGE MEMO - OCTOBER 26, NOVEMBER 2, 9, 16, 23

FROM BUSINESS SERVICES:

Recent settlements on salary and benefits has severely impacted the Payroll Office. We would appreciate your cooperation by limiting your phone contact with Payroll to between 1:00 p.m. and 4:30 p.m. daily. You may still deliver any payroll related forms anytime. We have hired additional help to complete this large, time-consuming process.

With your assistance we feel sure we can complete the following activities:

October 30 - Payroll will include the new 9 percent salary adjustments for contract retroactive to September, 1987, and benefit changes.

November 30 - Payroll will include the new 10 percent hourly salary adjustments retroactive for September and October.

January 29 - Payroll will include all new 3.4 percent increases effective January 1, 1988, (the COLA increase for 1988 calendar year).

Retroactive pay from January 1, 1987, through August 31, 1987, will be prepared in February and March for the March 31 payroll.

ba/X357