

**SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
October 1, 2002
3:00-4:30 PM
Room SS240E**

MINUTES

PRESENT: J. Friedlander, B. Hamre, S. Ehrlich, L. Fairly, B. Fahnestock, K. McLellan, L. Rose, G. Carroll, A. Serban and L. Auchincloss

EXCUSED ABSENCE: T. Gary and P. Haslund

GUESTS: Accreditation committee team members: Dr. Robert Barr, Mr. Anthony Cantu, Dr. Joy McCaslin, Dr. Kathleen Flynn and Dr. Evelyn Wesley

Prior to calling the meeting to order Dr. Jack Friedlander extended a welcome to the members of the accreditation team who were visiting CPC and asked that introductions be made between the accreditation team members and the members of the Council.

1.0 Call to Order

1.1 M/S [Fairly/Rose] to approve of the minutes of the August 27th CPC meeting with the following corrections:

Item 2.3, last paragraph: Indicate that the Life Fitness Center would be moved to the patio in front of the gym during construction.

Item 2.4, pg. 4: change ~~back up~~ to back-fill.

The motion was carried with abstentions by Liz Auchincloss, Gary Carroll and Bill Hamre.

1.2 Announcements

There were no announcements.

2.0 Information Items

2.1 Master Calendar for Planning and Budgeting

Dr. Friedlander will review the master calendar at each meeting for the purpose of planning for any item to bring forth to the Council at the next meeting or in the future.

3.0 Discussion Items

3.1 Institutional Effectiveness Report: semi-annual review of the College Plan

Dr. Friedlander reported that our planning calendar dictates a review of the College Plan in October and the best approach would be to assess the data in the Measures of Institutional Effectiveness Annual Report compiled by Dr. Andreea Serban.

Andreea provided some perspective and background on and the significance of the report as well as how the data were derived and verified. She said that institutional effectiveness is actually the ability of an organization to match its performance with its established purposes as stated in its mission. Because SBCC incorporates the purpose of its mission into the goals and objectives of the College Plan, the College Plan and the Institutional Effectiveness Report ideally should be closely related. Andreea said this report was an integral part of our preparation for the 2001-2002 self-study for accreditation along with our means to monitor the progress towards achieving the goals and objectives in the College Plan. Andreea indicated that she has put together a succinct, to the point, report because we want to have a limited but effective number of meaningful measures. The report is organized to correspond to the seven areas of the College Plan.

Dr. Friedlander discussed the criteria used to analyze the progress being made towards achieving college goals and objectives as they are measured in the Institutional Effectiveness Report: 2001-2002. Each measure of institutional effectiveness is mapped to the appropriate goal and objective in the College Plan. Dr. Friedlander said our objective is to discuss what strategies have either been taken or need to be taken to achieve the desired outcomes specified in the College Plan. He went on to state that a number of the objectives are not written as measurable objectives. Members of the Council discussed each of these objectives and identified strategies on how to re-write them so that they would be stated with measurable outcomes.

Dr. Friedlander discussed his handout of the goals and objectives in the College Plan: 2002-2005 not included in the Measures of Institutional Effectiveness Report. The handout addresses the goals where there are no measurable outcomes associated with them. He indicated that each vice president should review this document for his/her respective area and determine if there should be outcome measures associated with the objectives in question. The intent is to refine the process for measuring institutional effectiveness in the College Plan. Dr. Friedlander stressed efforts should be made to collect data where it would be useful to do so. More specifically, data should be collected when one has a good idea on how the information could be used to improve the attainment of a desired outcome. Bill Hamre added in a number of instances, the desired outcome measures are specified in documents produced by agencies and organizations outside of the college. For example, the Gartner Group produces documents for

colleges and universities that contain specific recommendations pertaining to technology investments and support needed to operate and maintain those investments.

Dr. Friedlander suggested that for the spring review of the College Plan each vice presidents indicate in their areas what needs improvement to meet a goal[s] and objective[s] and what strategies are or could be pursued to make progress towards achieving the desired objectives. Jack concluded by asking the vice presidents to coordinate their efforts with Andreea Serban to identify measurable outcomes for those objectives that lack clearly specified outcome measures.

Brian Fahnestock reported on current and upcoming facilities projects that include:

Relocation of the Print Shop

Work on this project is currently being finalized.
The Print Shop should be fully operational by mid-October.

Remodel of OE 184

OE 184 is currently being remodeled for the expansion of the School of Media Arts' photography program. The project will be complete by mid-October.

Boiler Replacement

The steam boiler in the Campus Center is being replaced.
All work on this project will be complete by mid-October.

Schott Center Classroom Remodel

The remodel of art classrooms 20, 22 and 23 at the Schott Center is complete.
Improvements include a new dropped ceiling, new paint and flooring, tack boards, lighting and cabinetry in some of the classrooms.

Some of the additional planning projects are surface parking, crosswalks across Loma Alta, fencing for the Environmental Horticulture area, gym remodel and the clean up of Pershing Creek. Brian said virtually all of the college's major projects such as the gym remodel and the high-tech building are dependent upon Proposition 47 being approved by the voters in November.

3.2 Educational Programs update

Dr. Friedlander gave an update on the following new Educational Programs initiatives:

1. Speech and Pathology Program: Fall 2003
2. Electricians Program: Fall 2003
3. Seminar for Faculty and Staff in Cuba: Winter 2003
4. Cross-functional Team for Faculty Professional Development
5. Tele-web, television and interactive video courses and plans to broadcast courses on Channel 21: Fall 2003
6. Public Administration AA program designed to articulate with BA and MA programs offered in Santa Barbara by CSUN (BA) and Fielding University (MA): spring 2003
7. Leadership course and program for students, spring 2003 and eventually the community
8. New schools
 - School of Nursing

- School of Culinary Arts
 - School of Early Care, Education and Development
 - Additional schools being considered
9. ADVANCE Program: 8-week accelerated course: spring 2003

4.0 Action Item [*taken after item 2.1*]

- 4.1 Dr. Friedlander reminded the Council that at the last meeting there was a discussion of adding an additional classified staff member to the Council. He further indicated that historically the membership of CPC has included an even number of faculty and administrators. As a result of the reorganization of the college, Bill Hamre's appointment as a Vice President gave the Council an additional administrative vote. Jack informed the Council that the Executive Committee agreed to support a proposal from CPC to add an additional faculty member and a classified staff member to the Council.

M/S [Rose/Carroll] to add an additional classified staff member and an additional faculty member to CPC.

Lana Rose indicated that the Academic Senate would make a recommendation at their next meeting for the additional faculty member as a representative of the Academic Senate. Liz Auchincloss said the classified staff member would be appointed by CSEA.

The motion carried unanimously.

5.0 Other Items

- 5.1 Visit by representatives of the accreditation team.

Five members of the accreditation team, Dr. Robert Barr, Mr. Anthony Cantu, Dr. Joy McCaslin, Dr. Kathleen Flynn and Dr. Evelyn Wesley visited and observed the meeting of the College Planning Council.

6.0 Other Items

There were no other items.

7.0 Adjournment

Chairperson Jack Friedlander adjourned the meeting at 5:00 p.m.