

**SANTA BARBARA CITY COLLEGE  
COLLEGE PLANNING COUNCIL and  
DISTRICT TECHNOLOGY COMMITTEE**

November 2, 1999  
3:00-4:30 PM  
A218C

**MINUTES**

PRESENT: J. Friedlander, B. Hamre, B. Fahnestock, K. McLellan, D. Oroz, L. Fairly, J. Lynn, T. Garey, L. Rose, K. Hanna, J. Kruidenier, K. Richards

DTC: L. Vasquez, K. O'Connor, M. Ferrer

GUEST: Dr. Peter MacDougall

**1. Call to Order**

- 1.1 The meeting was called to order by CPC chairperson Jack Friedlander at 3:10 PM.
- 1.2 **M/S/C [Rose/Hanna] to approve the minutes of the October 19, 1999, minutes.**

**2. Announcements**

**3. Review of College-Wide Committees (*Agenda, Att. 3*)**

*A. Institutional Research Committee*

Dr. Friedlander reported that due to the demands on his time, he was not able to convene the committee for the past year or so. With the addition of Dr. Andreea Serban, Director of Institutional Assessment, Research and Planning, the Institutional Research Committee needs to be reactivated. The proposed responsibilities for and membership of the Institutional Research Committee are outlined on the attachment that was distributed with the agenda.

CPC agreed that the membership of this committee would consist of:

Vice President of Academic Affairs  
1 Dean, Academic Affairs  
Associate Vice President for Information Resources  
Dean, Student Development  
3 Faculty

Director of Institutional Assessment, Research & Planning  
Research Analyst

**M/S/C [Rose/Hanna] to approve the membership of the Institutional Research Committee.**

*B. Facilities Planning/Safety/Security Committee*

Dr. Friedlander reviewed the responsibilities of the Facilities Planning/Safety/Security Committee as they are presently outlined in District Policy.

Brian Fahnestock, Vice President of Business Services, will chair this committee. This committee has met only once a year and, for all practical purposes, has been dormant for several years. Mr. Fahnestock asked that he be granted time to identify the most effective methods of carrying out the responsibilities of this committee. This assessment needs to take place before identifying the appropriate membership of this committee. He will come back with a proposal that details the responsibilities that should be addressed by the committee and those that can be met without a committee. Dan Oroz pointed out that the responsibilities of this committee as related to safety may be mandated by CAL-OSHA.

**4. Information Items**

*A. New categorically funded positions*

Consideration of items 1 through 6 was deferred to the November 9<sup>th</sup> meeting.

1. DSPP Counselor - new position
2. DSPP - Learning Disabilities Specialist - new position
3. DSPP - Ruth Johnson - Job Developer - increase contract
4. DSPP - Laurie Vasquez - 20 days extended contract, Assistant Technologies Specialist
5. DSPP - Mary Lawson - LD Specialist, 20 days extended contract
6. DSPP - Steve Conti - Counselor, 20 days extended contract

There was no objection to the following positions being submitted to the Board for approval at the Board of Trustees meeting on November 11, 1999:

7. EOPS - Clerical Assistant position
8. Bookstore - Storekeeper position

# CPC/DTC Agenda

## 1. Action Items

### A. *College Plan/Partnership for Excellence, Guest Dr. Peter MacDougall*

1. Dr. MacDougall discussed with CPC/DTC his views on the Partnership for Excellence funding and his perspective on priorities for PFE funds to support the attainment of the college's mission. He shared his views of how the funding fits into the funding for the institution and stated that PFE funds are the only significant source of new and ongoing revenue for the college. COLA and growth are the other two sources of new and ongoing revenue. Funds from the COLA and growth are used to offset the costs of producing the FTES growth and for salary and benefit increases.

Dr. MacDougall further stated that PFE goals are essentially met by the college's effectiveness in successfully achieving the college's mission. The mission is defined by five fundamental areas: transfer; vocational programs; skills essential for academic success; economic development; and continuing education. Dr. MacDougall concluded that Partnership for Excellence funds should be used to move us forward in accomplishing the mission areas of the college that are reflected in the goals and objectives in the College Plan. The PFE funds are basically the only significant resources available to the college to support new developments.

Dr. MacDougall engaged in a discussion with CPC/DTC members on the relationship of technology to the college's effectiveness as an institution. He stated that the college should take a broad approach in considering how PFE funds are appropriated and their impact on moving the college ahead toward achieving its mission.

In regard to new technology requests, Dr. MacDougall feels that there is a need to look at technology that supports general institutional activity as a higher priority. This refers to outcomes such as smart classrooms as opposed to specialized labs. It will be valuable to take advantage of the tremendous power of the World Wide Web in our general instruction programs. The Online College is one of the most significant accomplishments of this institution. The leadership of the college in this area needs to be commended. It is essential that we build the infrastructure needed to support the continued expansion in the use of technology that is taking place throughout the college. For example, staff is needed to provide the infrastructure for supporting the use of computers by faculty and staff, instructional computer labs and the Online College. In addition, staff is needed to support the college's Web-based applications software for finance, human resources, student information systems and the Web.

*Review of request to establish a Dean of Educational Technologies position (Agenda, Att. 2)*

Dr. Friedlander submitted a proposal to establish a Dean of Educational Technologies position. Although all units of the college would benefit from the services provided by the person in this proposed position, the Dean of Educational Technologies would report to the Vice President of Academic Affairs.

2. *Review of IRD requests*

Bill Hamre, Vice President of Information Resources, presented a model of IRD position priorities for implementing the College Plan. In a one-page summary, he tied the positions directly to the objectives of the College Plan. The dean position has the broadest scope of responsibility. There are a number of Web-related positions outlined and identified as to the objectives of College Plan which also guided the prioritization of the positions. He further outlined the Web Assistant and Network Security Specialist positions.

Mr. Hamre distributed a handout provided by the Gartner Group regarding the projected need for and costs of E-commerce in conducting mission critical functions of colleges and universities.

Kathy O'Connor expressed her concerns in regard to the college-wide technology support positions for which PFE funds are being requested. She stated that since many of the members of DTC are also on CPC, its endorsement of these positions at this time would place the faculty and staff who serve on the Academic Senate or the Student Services Advisory Committee in a difficult position. More specifically, it would present them with a conflict of interest in that they would have endorsed proposals in advance of their being voted on by the Senate and Student Services Advisory Council. She made a recommendation that DTC doesn't take official action on these positions but that they be submitted directly to the Senate and Student Advisory Council without comment.

**M/S/C [Garey/Hanna]** to refer the first three requests of IRD [Dean, Web Assistant & Network Security Specialist] to the Academic Senate and the Student Services Advisory Council for consideration as college-wide requests without comment.

2. **Adjournment**

- 2.1 The meeting was adjourned at 4:55 PM. A special meeting of CPC/DTC will be held on Tuesday, November 9, 1999 for the hearing of proposals submitted by ITC and Student Affairs.