

**Santa Barbara City College
College Planning Council**

**September 24, 2024
12:00-3:00 p.m.
West Campus Center (WCC) 204**

Minutes

1.0 ROLL CALL

1.1 Present

Erika Endrijonas, Superintendent/President, Chair (non-voting)
Ryan Alexander, Classified Staff
Paloma Arnold, Executive Committee (non-voting)
Liz Auchincloss, Classified Staff
Rob Brown, Advancing Leadership Association
Roxane Byrne, Advancing Leadership Association
Jamie Campbell, Academic Senate
Monica Campbell, Advancing Leadership Association
Tara Carter, Academic Senate
Angelica Contreras, Advancing Leadership Association
Michelle Detorie, Classified Staff
Ashley Farias, Classified Staff
Raquel Hernandez, Classified Staff
Keller Magenau, Executive Committee (non-voting)
Kim Monda, Academic Senate
Vanessa Pelton, Advancing Leadership Association
Camerin Poulson, Classified Staff
Joshua Ramirez, Academic Senate
Armando Ramos, Faculty Association
Sharon Remacle, Association of Confidential Employees
Carola Smith, Executive Committee (non-voting)

1.2 Absent

Elizabeth Chisholm, Academic Senate
Brian Fahnestock, Executive Committee (non-voting)
Jordan Killebrew, Executive Committee (non-voting)
Dan Le Guen-Schmidt, Executive Committee (non-voting)
Dean Nevins, Executive Committee (non-voting)
María Villagómez, Executive Committee (non-voting)

2. CALL TO ORDER

Dr. Endrijonas called the meeting to order at 12:20 p.m.

3. PUBLIC COMMENT

4.1 Public Comment Guidelines

There were no public comments.

4. INFORMATION/REPORTS

4.1 Superintendent/President Updates

Dr. Endrijonas gave an overview of representative membership on the College Planning Council and opportunities for public participation, either through public comment or allowing input from observers as needed.

5. DISCUSSION

5.1 Formation of Budget Committee

Dr. Endrijonas reviewed the membership and charge of the Budget Committee, noting that meetings will begin in October and that appointees do not have to be members of CPC. While the VP of Business Services as well as the Controller position will be filled by new people early next year, Dr. Endrijonas reinforced the importance of the Chair being the VP of Business Services as this person holds authority and responsibility over the budget. Members suggested consideration of a co-chair who can act as a facilitator to provide continuity for the incoming VP.

5.2 CPC Restructure Recommendations

Dr. Endrijonas asked that members revisit the recommendations for restructuring CPC, beginning with a reduction to the size of the group. Members discussed the practicality of ongoing issues, including:

- The inclusion of CPC representation in the CSEA contract and the need to bring the proposed changes to the CSEA membership.
- The diversity of work that Classified staff perform and how to achieve parity in representation.
- The ability to have candid discussion among members with the Superintendent/President as Chair.
- Greater transparency through remote viewing or by making recordings available.
- Beginning Phase 2 of the recommendations to clarify representative duties before changing size.

Members were asked to look at the charge for CPC and talk with their constituent groups about whether to revise or reauthorize it. Dr. Endrijonas made a connection between the committee's stated purpose and the Phase 2 restructure recommendations, describing a committee structure where final recommendations come to CPC after passing through respective committees.

Dr. Endrijonas stated that after the scope of CPC is clarified, we will create an orientation this year to be able to effectively onboard new members next year. Recommendations also include regular review of campus plans for alignment with goals. Members discussed the communication and tools required to build goals and metrics into the operation of different departments.

5.3 Agenda Building for CPC Meetings

Members agreed to skip the October 1 meeting of CPC and instead meet on October 15 and 29 to allow for the formation of a CPC Steering Committee to help set agendas. The Steering Committee, made up of one representative from each group, will meet via Zoom on the Thursday before each CPC meeting beginning on October 10.

5.4 Redesigning Program Review

Dr. Endrijonas explained that the Program Evaluation Committee (PEC) began as a program discontinuance committee but should be integrating program review with resource requests, which would then be evaluated by the Budget Committee and recommended to CPC. Accreditation expects that we have a mechanism for continuous improvement that ties resource allocation to program effectiveness. Every unit in the College should be able to participate in resource requests through program review and join a transparent process for prioritization.

Dr. Keller Magenau, Executive Director of Institutional Research & Planning, noted that resource requests should be for program augmentation rather than standard operation of the program. Dr. Endrijonas described strategies to tie program effectiveness to student success metrics, suggesting that we focus on student success as the output and work backwards on program review.

6. FUTURE AGENDA ITEMS FOR CONSIDERATION

7. MEETING DATES

7.1 Meeting Schedule and Agenda Item Due Dates

College Planning Council Meetings are scheduled the first and third Tuesday of each month in spring and fall semesters, from 3:00-4:30 p.m. in West Campus Center (WCC) 204, unless otherwise indicated.

8. ADJOURNMENT

8.1 Adjournment

Dr. Endrijonas adjourned the meeting at 2:55 p.m.