

SANTA BARBARA CITY COLLEGE

COLLEGE PLANNING COMMITTEE

January 5, 1988

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, J. Diaz, L. Fairly, P. Freeman, T. Garey,
C. Hanson, D. Oroz, D. Ringer.
RESOURCE: K. Hanna, B. Miller

The Chair announced that a report on the timeline for certificated personnel and resource requests has been placed on the agenda.

APPROVAL OF MINUTES

M/S/C Garey/Bobgan Unanimous

To approve the minutes of December 1, 1987

HEARING STAGE

Lottery Requests, 1987-88

Dr. Hanson distributed copies of the lottery requests from Academic Affairs, Business Services, President's Office and Student Services. He explained that the adopted budget projects \$826,338 for allocations. Approximately \$200,000 is committed to salaries and \$131, 531 to Continuing Education, leaving \$494,807 for CPC recommendations, including those items approved by the Council on August 6, 1987.

District-Wide Requests

Dr. Hanson presented the list of unranked district-wide requests in six general categories: Range Development Plan, Repairs and Improvements, Campus/Building Repairs and Improvements and Deferred Maintenance (1988-89).

Academic Affairs

The Chair stated that the unranked requests from Academic Affairs reflect the priority #1 from the Division Chair Council. He added that a Second Round of Lottery Requests compiled by DCC is submitted for CPC consideration should monies be available (See Attachment #1). Mr. Romo pointed out that the Priority #1 request includes four items which DCC designated as Health and Safety items (\$8,840).

Business Services

Ranked requests from Business Services total \$60,700. Dr. Hanson explained that most of these items are equipment to enable staff to perform their jobs more efficiently.

President's Office

Mr. Miller discussed briefly the requests from the President's Office which include \$25,000 for a publications assistant, \$2,300 for a HP computer for the new secretary in the Personnel Office and \$3,600 for Affirmative Action/Certificated personnel advertising. Members recalled that \$25,000 had been allocated from lottery last year for the publications assistant, and noted that the position has not been filled. Mr. Miller responded that the monies were used to augment the publications budget.

The Office of Research and Grants is requesting funds for data processing capital outlay projects. Mr. Miller remarked that his budget of \$19,167 cannot meet present needs of \$106,000 for equipmentn. This request is for \$49,000.

Student Affairs

Mrs. Fairly presented the unranked items which reflect miscellaneous requests, i.e. supplies, equipment, ~~part-time~~ classified staff, maintenance agreements, counseling staff and computer equipment.

The Chair recommended that, as in the past, the vice presidents, business manager and a representative from the President's office review and recommend lottery allocations to bring to CPC during its action stage.

ACTION STAGE

The Chair pointed out that the Division Chair Council has ranked its Essential Essential Items list (see attachment #2) and is submitting it for CPC consideration if funding is available.

M/S/C Garey/Ringer Unanimous

To accept the Division Chair recommendations of New Equipment Requests, Most Essential Items and Essential Items, ranked, from Academic Affairs.

REPORTS

Timeline for Certificated Personnel and Resource Requests, 1988-89

The Chair announced that a deadline of January 29 has been set to send to Personnel the College Planning Council recommendations for new certificated positions. Early action is necessary, he stressed, in order to have ample time to advertise, interview and recruit the best candidates.

Certification Personnel Requests
- Timeline -

Certificated Requests to DCC (Hearing Stage)	January 13
Certificated Requests to DCC (Action Stage)	January 20
Certificated Requests, Academic Affairs and Student Affairs, to CPC (Action & Hearing Stage)	January 22
CPC approved list of certificated positions to Personnel	January 29

The Chair stated that Resource Requests (classified staff, facilities, new/replacement equipment, Other Resource Requests) timeline is as follows:

Resource Requests
- Timeline

Academic Affairs Resource Requests to DCC (Hearing Stage)	February 17
Academic Affairs Resource Requests to DCC (Action Stage)	March 2
All Units Resource Requests to CPC (Hearing Stage)	March 15
All Units Resource Requests to CPC (Action Stage)	March 29

The meeting was adjourned at 4:20.

The next meeting is January 12, 3:00 p.m. in A-218-C.

NOTE: CPC will meet at 2:00 on January 22 in A218-C to review certificated personnel requests from Academic Affairs and Student Affairs.

jdm

Attachments

cc: Dr. MacDougall,
Deans
Division/Department Chairs
Mr. Miller
Mr. Pickering
Dr. Ullom
CSEA Rep

SANTA BARBARA CITY COLLEGE
DIVISION CHAIR COUNCIL

Second Round of Lottery Requests, 1987-88

<u>Department</u>	<u>Item</u>	<u>Cost</u>	<u>Rank</u>
Instructional Support Academic Affairs	Secretarial assistance for TITLE V	6,000	<u>1</u>
Instructional Support CAI	Electronic mail implementation and Telecom. training	18,728	<u>2</u>
Instructional Support Library	Augmentation for computerized literature search	5,000	<u>3</u>
	OCLC cataloging project	2,500	<u>4</u>
Sciences	Truck augmentation	5,000	<u>5</u>
English Communication	Data Analysis and Record Keeping Software.	1,300	<u>6</u>
Fine Arts Theatre Arts	Marquee for entrance to Garvin Theatre complex	5,000	<u>7</u>
Sciences Chemistry	Two gas chromatographs	8,000	<u>8</u>
Business HRC	POS Cash Control System	7,000	<u>9</u>
Instructional Support CAI	Scanner	12,000	<u>10</u>
Instructional Support Faculty Enrichment	Funds for Classroom Research	5,000	<u>11</u>
Computer Science	Purchase and install PC computer monitor system	5,500	<u>12</u>
Physical Ed/Athletics Physical Ed	Underwater weight machine	5,000	<u>13</u>
Instructional Support Faculty Enrichment	Consultants for Divisional Workshops	4,500	<u>14</u>
Sciences	Renovation of LSG 216	<u>7,577</u>	<u>15</u>
	TOTAL	98,105	
2DCCRANK			

New Equipment Requests 87-88
 Ranked 12/16/87

Essential Items

<u>Div/Department</u>	<u>Item</u>	<u>Est. Cost</u>	<u>Rank</u>
FINE ARTS			
Theatre Arts	2 Wireless Microphones @ \$3,500 ea.	7,000	1
HEALTH TECH			
ECE	Diapering Table for ECE Lab	300	2
PE/ATHLETICS			
PE	Phase II Weight Training Equipment (Requested, not acted on).	6,158	3
SCIENCES			
Bio Sci.	Photomicroscopy System	9,560	5
	2 JVC Super-VHS Recorder/Player (Requested, not acted on).	2,332	7
Chemistry	Gas Chromotograph	4,100	6
	SCIENCES DIVISION TOTAL	15,992	
TECHNOLOGIES			
Graphics	Printing plate register punch	350	4
	ESSENTIAL ITEMS TOTAL	29,800	
	GRAND TOTAL	136,754	

JR:jdm
 DCCNEWEQUIPRevised

SANTA BARBARA CITY COLLEGE

BUSINESS SERVICES

MEMORANDUM - January 11, 1988
TO: College Planning Council
FROM: Charles L. Hanson, Business Manager
SUBJECT: 1987-88 LOTTERY RECOMMENDED ALLOCATIONS

On January 5, 1988, CPC received the ranked requests from divisions/ departments in the District. Following the presentations to CPC, J. Romo, L. Fairly, B. Miller and C. Hanson met on January 7 to prioritize the requests.

The summary of recommended allocations follows; refer to detail under each area using the color code.

Buff	I	- District-Wide	\$ 189,000
Blue	II	- Academic Affairs	177,745
Green	III	- Business Services	52,830
Gold	IV	- President's Area	46,950
Pink	V	- Student Affairs	<u>48,250</u>
			\$ 514,775

CLH:ba
Attachments
cc: President's Cabinet

Santa Barbara City College

BUSINESS SERVICES

DATE: January 11, 1988
 TO: College Planning Council
 FROM: Charles Hanson
 SUBJECT: 1987-88 Lottery Requests
 Updated District-Wide Needs
 (not prioritized or ranked)

A. Health and Safety	Request	Rec'mend	Acct Code
1. Bleacher tractor	5,000	5,000	
2. Eye-wash stations (hazardous substances)	15,000	15,000	
3. Ventilation - Scene Shop	10,000	10,000	
4. Building re-keying	12,000	0	
5. Exterior lighting - safety	13,500	13,500	
6. Exterior lighting - 120v retrofit	5,000	5,000	
7. Top all trees	12,000	0	
8. Repair walkways	10,000	10,000	
9. Automatic door opener	1,500	1,500	
10. Remove Brazilian pepper trees	1,000	0	
		60,000	
B. Utility Requirements			
1. Telephone cabling to West Campus	20,000	20,000	
2. Sewer line replacement	12,000	12,000	
3. Reclaimed water loop - West Campus	78,000	0	
4. Energy management - power supply	3,500	3,500	
5. Sprinklers - new/replacement	7,000	0	
6. Sound system - Campus Center	2,500	2,500	
7. Sewer line replacement	12,000	0	
8. Trash compactor	23,000	0	
9. Telephone system changes	2,000	0	
		38,000	
C. Improvements - Long-Range Development Plan			
1. Vista Points	18,000	0	
2. Coastal access and signs	5,000	0	
3. Modify entrance - West Campus	95,000	0	
4. Parking - Pershing Park	60,000	0	
5. Planting/erosion control - West Campus	42,000	0	
6. Modify entrance - East Campus	63,500	0	
		0	

D. Repairs and Improvements	Request	Rec'mend	Acct Code
1. Football field renovation	40,000	40,000	
2. Football field irrigation	20,000	0	
3. Campus signs	8,000	1,000	
4. Stadium - toilet plumbing	8,400	0	
5. Blinds - Campus Center	1,500	0	
		41,000	
E. Campus/Building - Major Repairs and Improvements			
1. Renovation of classrooms	100,000	50,000	
2. Paint - Administration Bldg	110,000	0	
3. Paint - Wake Center	125,000	0	
4. Paint - Library		0	
5. Paint - Student Services	38,000	0	
6. La Playa Stadium bleachers	58,000	0	
7. Replace La Playa Press Box	75,000	0	
8. Add La Playa snack bar	40,000	0	
		50,000	
F. Deferred Maintenance (1988-89)			
1. Reroof P. E. classrooms	15,000		
2. Re-work ducting in Drama/Music Bldg Rooms 152, 153 and restrooms	18,000		
3. Waterproof Campus Center deck	15,400		
4. Repair broken Library sewer lines	12,500		
5. Irrigation water reclamation project	65,000		
6. Paint exterior Wake Center	55,000		
7. Texture coat and seal Administration Bldg	120,000		
8. Texture coat and seal Library	35,000		
9. Tear down, clean and inspect boilers	12,000		
10. Replace lockers in Humanities Bldg	12,000		
11. Video inspect all sewer and storm drains	10,000		
G. Major Construction			
1. LRC/Library			
2. Interdisciplinary Center (IDC)			
3. Student Services Center			
4. Secondary Effects			
	TOTAL	189,000	

CLH:ba
LOTUS:CPC87 - 1/11/87

SANTA BARBARA CITY COLLEGE

ACADEMIC AFFAIRS

Priority I

REQUESTS FOR LOTTERY FUNDING 1987

	Requested	Recommended	Acctg Code
Business Education	10,050	10,050	
English	9,240	9,240	
Fine Arts	10,640	10,640	
Health Tech/Human Services	8,190	8,190	
Math/Computer Science	10,125	10,125	
Phys Ed/Athletics	10,050	10,050	
Science	10,277	10,277	
Social Sciences/For Lanqua	9,900	9,900	
Technologies	10,074	10,074	
- Instructional Support	50,671	50,671	
	-----	-----	
DIVISIONS TOTAL	139,217	139,217	
Priority II			
Handed into CPC	98,105	38,528	
	-----	-----	
	237,322	177,745	
	=====	=====	

SANTA BARBARA CITY COLLEGE
 ACADEMIC AFFAIRS
 LOTTERY REQUESTS BY DIVISION
 1987-88

DIV/DEPT	ITEM	REQUESTED	RECOMMENDED	ACCTG CODE
BUSINESS ED				
F.I/R.E.	Development of three mini courses	1,800	1,800	
H.R.C.	POS Cash Control System	2,250	2,250	
	Computer inventory Control hardware with linking to POS control systems	6,000	4,000	
	HRC Total	8,250	8,250	
BUSINESS ED TOTAL		\$10,050	\$10,050	
ENGLISH				
Comp/Lit	Half-time interdepartmental secretary	5,000	5,000	
	Comp/Lit Total	5,000	5,000	
Essential Skills	Lab Instructors for 10 hrs a week	3,240	3,240	
	Essn Skills Total	3,240	3,240	
E.S.L.	Software	800	800	
Journalism	1 Printer	1,000	1,000	
ENGLISH TOTAL		\$9,240	\$9,240	

DIV/DEPT	ITEM	REQUESTED	RECOMMENDED	ACCTG CODE
FINE ARTS				
Music	Lease purchase of new pianos, 5 years	2,440	2,440	
	Music Total	2,440	2,440	
Theatre Arts	Theatre Outreach to High Schools Program	3,200	3,200	
	Chicano Theatre Project	5,000	5,000	
	Theatre Arts Total	8,200	8,200	
FINE ARTS TOTAL		\$10,640	\$10,640	
HEALTH TECHNOLOGY & HUMAN SERVICES				
ADN Dept	Window covering for A21B offices and conferences	1,000	1,000	
	Covered Bulletin Board in A218C	1,500	1,500	
	ADN Total	2,500	2,500	
Dental Assisting	Under-counter Refrigerator	200	200	
	Dent Asst Total	200	200	
Early Childhood Edu	Purchase of Hobart Sanitizing Dishwasher	2,150	2,150	
	Replacement of the twelve faucets	840	840	
	Early Childhood Ed Total	2,990	2,990	
Health Tech/Occ Sup.	Redesign storage area	1,000	1,000	
	Facilities renovations to correct safety hazards, better utilize space in the lab	000	1,000	
	Electric typewriter	500	500	
	Health Tech Total	2,500	2,500	
HEALTH TECHNOLOGY/HUMAN SERVICES TOTAL		\$8,190	\$8,190	

DIV/DEPT	ITEM	REQUESTED	RECOMMENDED	ACCTG CODE
MATHEMATICS & COMPUTER SCIENCE				
Mathematics	Two Lab Teaching Assistants	2,525	2,525	
	Secretary (1/4 of English part time)	5,000	5,000	
	Mathematics Total	7,525	7,525	
Computer Science	Projection Screen	200	200	
	Projection system with overhead projector	1,200	1,200	
	Ethernet cards	1,200	1,200	
	Computer Science Total	2,600	2,600	
MATH/COMPUTER SCIENCE TOTAL		\$10,125	\$10,125	
PHYSICAL EDUCATION/ATHLETICS				
	Weight room	6,200	6,200	
	Pump, filter, heater	1,000	1,000	
	Chatillon Scale	600	600	
	Mounting Device for Video Monitor in PE 310	250	250	
	Athletic supplies	1,500	1,500	
	Typewriter for Secretary	500	500	
PE/ATHLETICS TOTAL		\$10,050	\$10,050	
SCIENCES				
Engineering & Physics	Upgrade the shop Room PS122	2,700	2,700	
	Engineering/Physics Total	2,700	2,700	
	GR			
Biological Sciences	Continue renovation of LSG 216	7,577	7,577	
	Bio Sci Total	7,577	7,577	
Earth & Planetary Sci	Cargo truck #1 (H & S)	10,000	10,000	
DIVISION TOTAL		\$10,277	\$10,277	

DIV/DEPT	ITEM	REQUESTED	RECOMMENDED	ACCTG CODE
SOCIAL SCIENCES/FOREIGN LANGUAGES				
Anthropology & Soc.	Development of Anth & Sociology simulations	8,100	8,100	
	Establishment of soci. and anth data bases			
	Purchase of videocassettes for LAC	850	850	
	Anthro/Soc Total	8,950	8,950	
History	Basic maps for survey courses for Hist Dept	950	950	
	History Total	950	950	
SOCIAL SCIENCES/FOREIGN LANG TOTAL		\$9,900	\$9,900	
TECHNOLOGIES				
Automotive	Replace Lighting A108	4,500	4,500	
	Auto Total	4,500	4,500	
Bus Office Ed	Lab teaching assistants	3,174	3,174	
Marine Technology	To Develop A.S. Degree/Certificate Prog	2,400	2,400	
	Marine Tech Total	2,400	2,400	
TECHNOLOGY TOTAL		\$10,074	\$10,074	
INSTRUCTIONAL SUPPORT				
Library		32,776	32,776	
Word Processing Center		12,895	12,895	
Tutorial augmentation		5,000	5,000	
INSTRUCTIONAL SUPPORT TOTAL		\$50,671	\$50,671	

SANTA BARBARA CITY COLLEGE
 DIVISION CHAIR COUNCIL
 ACADEMIC AFFAIRS, PRIORITY II
Second Round of Lottery Requests, 1987-88

<u>Department</u>	<u>Item</u>	<u>Request</u>	<u>Recommended</u>	<u>Acctg Code</u>
Instructional Support Academic Affairs	Secretarial assistance for Title V	6,000	6,000	
Instructional Support CAI	Electronic mail implementation and Telecom. training	18,728	18,728	
Instructional Support Library	Augmentation for computerized literature search OCLC cataloging project	5,000 2,500	5,000 2,500	
Sciences	Truck augmentation	5,000	5,000	
English Communication	Data Analysis and Record Keeping Software	<u>1,300</u>	<u>1,300</u>	
	TOTAL	38,528	38,528	
Fine Arts Theatre Arts	Marquee for entrance to Garvin Theatre complex	5,000		
Science Chemistry	Two gas chromatographs	8,000		
Business HRC	POS Cash Control System	7,000		
Instructional Support CAI	Scanner	12,000		
Instructional Support Faculty Enrichment	Funds for Classroom Research	5,000		
Computer Science	Purchase and install PC computer moniter system	5,500		
Physical Ed/Athletics Physical Ed	Underwater weight machine	5,000		
Instructional Support Faculty Enrichment	Consultants for Divisional Workshops	4,500		
Sciences	Renovation of LSG 216	<u>7,577</u>		
	TOTAL	98,105		

Lottery Requests - 1987-88

BUSINESS SERVICES DIVISION

Priority Ranking	Item (Department)	Request	Rec'mend	Acct Code
1	Half-ton truck w/utility box (F&O)	18,000	18,000	
2	Furniture/equipment, new positions	4,000	4,000	
3	Microcomputer, AT clone (Auxiliary)	2,000	2,000	
4	Secretarial/side chairs (4 ea) (Admin. Serv.)	1,000	1,000	
5	Radios - (3 Security, 6 Custodial)	4,050	4,050	
6	Electric cart (F&O)	2,500	2,500	
7	Cash register, 15-key, repl Stu. Fi., (Aux.)	1,800	1,800	
8	Small Equipment I (F&O)	4,000	4,000	
9	Terminal (Acctg)	1,200	1,200	
			=====	
			38,550	
10	Replacement office equip. (Acctg/Admin Serv)	1,340	1,340	
11	File cabinet repl., 4-dr. lat. (3) (Acctg)	1,440	1,440	
12	Small Equipment II (F&O)	4,000	4,000	
			=====	
			6,780	
13	Electric cart (F&O)	2,500	0	
14	Mini-blinds, Duplicating/Warehouse security (Admin. Serv.)	1,000	0	
15	Cash register, 30-key, repl Cashier's (Aux.)	2,500	2,500	
16	Houston plotter--blueprints (F&O)	5,000	5,000	
			=====	
			7,500	
17	Software (F&O)	870	0	
18	Table-top copier (F&O)	1,500	0	
19	Printer for Student Finance terminal (Acctg)	2,000	0	
			=====	
		60,700	52,830	

CLH:ba
 LOTUS:Prioritized Lottery - 1/11/87

Lottery Requests - 1987-88

PRESIDENT'S AREA

Priority Ranking	Item (Department)	Request	Rec'mend	Acct Code
1	Publications: Assistant Equipment	25,000	17,000 8,000	
2	Personnel: HP-150 for new secretary Certificated advertising/ Affirmative Action Calculators	2,300 3,600 150	2,300 3,600 150	
3	Data Processing: 2nd bay to Port Selector Computer, Vocational Dean	5,000	0 2,400	
4	Foundation for SBCC: Alumni Affairs Telemarketing	13,500 62,400	13,500 0	
			----- 46,950	

CLH:ba
 LOTUS:Lottery, President - 1/11/87

Lottery Requests - 1987-88

STUDENT AFFAIRS DIVISION

Priority Ranking	Item (Department)	Request	Rec'mend	Acct Code
1	Articulation clerk (Couns)	7,000	7,000	
2	Software maintenance agreement (Fi Aids)	850	850	
3	Special Program Advisors (Couns)	9,600	9,600	
4	Scannable drop rosters (Admissions) (Form/Software Development)	3,500	3,500	
5	Training (Fi Aids)	2,500	2,500	
6	Clerical support (Couns)	5,000	5,000	
7	Microfilming (Fi Aids)	1,500	1,500	
			29,950	
8	Micros and printers, 4 (Couns)	10,000	10,000	
9	Security devices (Security)	2,000	2,000	
10	SBCC computerized grad check (Couns)	5,000	5,000	
11	Outreach materials (Couns)	200	200	
12	Software maintenance agreement (Fi Aids)	1,100	1,100	
			18,300	
TOTAL			48,250	
13	Health Services computer (Couns)	2,500		
14	Hourly counselors (Couns)	3,000		
15	Equipment/Supplies (Athletics)	12,000		
16	Articulation Officer (Couns)	15,000		
17	IBM AT Clone/printer (Student Activities)	2,500		
18	Mini blinds (Stu Serv/Fi Aids/EOPS)	800		
19	SBCC Table Banners for Outreach (Couns)	125		
20	Equipment/Supplies (Athletics)	12,000		
21	LaserJet Printer (Cal-SOAP)	2,400		
22	Equipment/Supplies (Athletics)	10,750		
23	Study rooms (Student Senate)	5,000		
24	Digital sign board (Student Senate)	20,000		
25	Career Ed Identification/Work Experience Networking (Couns)	3,000		