

Santa Barbara City College

CLUSTER LEADER COUNCIL
COLLEGE PLANNING COMMITTEE

June 3, 1981

MINUTES

MEMBERS PRESENT: Dwight Anderson, H.P. Fairly, Myrna Harker,
Maury Ryan, Curtis Solberg, Jinny Webber,
Pat Huglin (Chairperson), Charlotte Ley,
Lana Rose, Al Silvera

MEMBERS ABSENT: Isidor Elias, Pope Freeman (excused),
Karl Halbach, Martin Bobgan (excused),
Charles Hanson (excused)

RESOURCE MEMBERS
PRESENT: Burt Miller, John Romo

RESOURCE MEMBERS
ABSENT: Mel Elkins (excused), Dan Oroz,
Dick Sanchez (excused)

GUESTS: Barbara Lindemann

I. INFORMATION ITEMS

A. Certificated Positions/Marine Technology and Psychology

Pat Huglin informed the Committee that Dr. Mertes supports the Committee's recommendations concerning the two positions. Mr. Huglin also mentioned that the Psychology Department is in the process of deciding between using a temporary contract person or an hourly person; they should be making a decision shortly.

B. Classified Positions/1981-82

Pat Huglin stated that the budget for the eight "primary" positions amounts to \$60,000; he stated that Dr. Mertes asked Charles Hanson to include that amount in the college's tentative 1981-82 budget.

Concerning the "secondary" positions, Mr. Huglin commented that John Romo would be sending a memo regarding the cost per year to Charles Hanson and Dr. Mertes.

Pat Huglin commented that there still was no final verdict on the funding situation; although there should be one in the next few weeks; he also noted that Dr. Mertes predicts that the college will receive a 7% deflation factor and also that Adult Education will not be defunded.

O V E R

II. PRESENTATION OF ESL/WRITING LAB PROPOSAL

The proposal concerns the remodeling of the ESL Center and the Writing Lab (CC-113 and CC-225). Concerning the former, the remodeling would consist of building two soundproofed rooms, inserting an accordion partition to ceiling height, and building a wall leading to the instructors' office with a door. The entire renovation would cost \$1,200 (not including the partition) according to Louis Torres.

Ms. Webber emphasized the need for remodeling by citing the noise factor (created by several small groups of students congregating in one large room--an end result of the increased enrollment in the ESL Program).

Concerning the latter, Ms. Webber commented that the title of "cafeteria" on her diagram should be changed to "lounge." This aspect of the proposal would involve remodeling the entire lab (CC-225) and building a new writing lab out of the foyer which is adjacent to CC-223.

The main emphasis of the remodeling would consist of building three soundproofed rooms, inserting louver windows, using tinted glass covering for the window wall, moving and installing blackboards, and the removal of a sink.

Ms. Webber emphasized the need for remodeling by citing the noise factor and the lack of proper air circulation (which causes excess heat and stuffiness in the room). The entire renovation would cost \$3,450 (as per Louis Torres).

The remodeling of the foyer would consist of permanently closing the door between CC-224 and the foyer and installing soundproofing on the walls and carpet. The estimated cost is \$3,740 (as per Louis Torres). Ms. Webber stated that the estimate for just soundproofing is \$700. Ms. Webber also mentioned that if the areas were remodeled, the present writing lab classified employees would be able to work in both areas because of the physical placement.

III. RANKING OF PROPOSALS

A. CAI - Computer Assisted Instruction Committee

John Romo stated the Instruction Office recommendation regarding this proposal: That the project be lengthened to two years, that the \$7,000 desired for a CAI Instructional Development Grant be deleted, that a total of \$47,225 be allotted to this project--\$12,000 out of the 1980-81 Instructional Development Fund and \$35,000 out of the 1981-82 Instructional Development Fund.

M/S/C

To accept the Instruction Office recommendation.

B. Computer Science Proposal

John Romo stated the Instruction Office recommendation concerning this proposal: Ralph Schiferl is going on sabbatical leave during the 1981-82 school year; and without his presence on campus, it would not be advisable to expand the program. Therefore, the first priority would be to purchase the disk drive (\$48,000) during 1981-82, but it would be advisable to delay the second and third priorities (8 CRT terminals [\$15,800-19,000] and the multi-plex channel [\$10,000] until 1982-83.

M/S/C

To accept the Instruction Office recommendation.

C. ESL/Writing Lab Proposal

John Romo stated the Instruction Office recommendation concerning this proposal: He stated that the remodeling of the ESL Center and of the Writing Lab is necessary and that both show great promise in providing more and better service. There was some concern, however, raised regarding the estimates of remodeling cost. Some of the members of the committee felt the figures were a bit unrealistic.

M/S/C

Maury Ryan moved to accept the Instruction Officer recommendation (thereby allotting \$8,500 out of the 1980-81 Instructional Development Fund for room modification of the ESL Center and Writing Lab); Mr. Anderson seconded.

D. BOC Word Processing Proposal

John Romo stated the Instruction Office recommendation concerning this proposal: He stated that Mr. Elkins would pursue VEA funds (\$20,000-\$25,000) to help supplement the cost of the proposal, but that Mr. Elkins would require demographic and manpower data about job opportunities; and that the college would have to "augment" the balance. More time should be spent on examining the needs of the community and the college; a lay advisory committee should be formed to address the issue of rapid changes in word processing. The implementation date for this proposal would be Spring, 1982. John Romo summarized the recommendation this way: Use VEA money, match it with college money; Fall, 1981 - planning stage; Spring, 1982 - implementation date. Mr. Romo also noted that the recommendation favored leasing rather than purchasing of equipment. Ms. Harker responded that Ms. Green is presently working on an advisory committee, and she also noted that \$25,864 of WSCH is generated per semester per 75 students. She also noted that Mr. Elkins won't know the outcome of VEA funding until September, 1981.

The Instruction Office recommendation was opposed by several members who commented that the lack of VEA Funds should not be a deterrent.

M/S/C

To approve the original proposal for 1981 and that the Vocational Education Department be directed to pursue VEA funds to help supplement the cost of the proposal.

Mr. Huglin noted that Mr. Elkins was not able to attend the meeting; and, therefore, was unable to comment on the situation.

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Mr. Huglin stated that the Screening/Interviewing Committee for the President/Superintendent has selected seven top candidates; the Board of Trustees should reach their decision soon.

Mr. Huglin also noted that Mr. Romo will be sending departments a copy of the five-year Capital Equipment assessment. He stated that there is no capital equipment data on file for several of the departments. During the Fall semester, there will be a review of the recommended allotment of \$1000,000 for equipment and replacement of equipment.

O V E R

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Mr. Solberg noted that the May 20, 1981 minutes should be corrected regarding the Life Science position; that position should be listed as hourly.

In closing, a member commented that there should be more college planning accomplished at the meetings instead of spending so much time deciding on how money should be spent.

/jdm

cc: Dr. Mertes
Administrative Deans
Assistant Deans
Representative Council
Cluster Leaders