

SANTA BARBARA CITY COLLEGE
COLLEGE PLANNING COUNCIL
March 27, 1990

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, J. Diaz, L. Fairly, K. Hanna,
C. Hanson, G. Lewis, D. Oroz, D. Ringer, G. Smith
RESOURCE: E. Cohen, J. Friedlander, C. Kuster, D. Sloane

The Chair requested consent to add an item to the agenda: 1989-90 Lottery Augmentation.

APPROVAL OF MINUTES: February 20, March 20, 1990

M/S/C Hanson/Fairly

To approve the minutes of February 20 as submitted - Unanimous

M/S/C Ringer/Fairly

To approve the minutes of March 20 as submitted - Unanimous

ACTION ITEM

Decision Stage

RESOURCE REQUESTS, 1990-91

C. Hanson distributed the Resource Requests, 1990-91, ranked by the vice presidents/Cabinet members on March 20 (See Attachment 1).

Unit representatives briefly reviewed the all-college requests which total \$476,000. During the discussion, substantive and procedural questions were raised by the reps from the Division Chair Council:

1. Need to clarify the Data Processing/Media Services project (microcomputer reorganization) submitted by the President's Office.

Noting that this request is for 4 positions totalling \$168,000 and comprising more than 40% of the total requests, members asked for clarification on the role and responsibilities of the positions (Director, Network Support Technician, Data Processing Coordinator and Data Processing/Media Technician II) and the scope and direction of the project. Although the concerns on this issue were recognized, there is consensus on the need to reorganize the instructional and non-instructional microcomputer operation.

2. Ranking of Learning Assistance Center Clerk (Range 21).
By consensus, this DCC requested item was moved to #2 on the ranked listing.
3. Deletion of the Division Chair Council's top-ranked item (MAC for the Psychology Department to accomodate dyxlecttc instructors)

The Chair explained that during the ranking process, one-time-only items were deleted because funding could be provided from Lottery or other sources. He assured the Council that the MAC would be funded.

4. Request for Council support for Secretarial Assistance to Instructional Departments. (English/Math and Social Sciences).

Representatives from DCC asked the Council to consider the requests for additional secretarial support for the Social Sciences and Math/English divisions. It was recalled that the Division Chair Council had strongly endorsed funding support personnel during its ranking deliberations. The Chair responded that he, as the representative of DCC in the VP's meeting, included all of the nine ESSENTIAL ITEMS recommended by the Council. The Council did not rank these requests into the ESSENTIAL category and therefore they were not considered at that time.

3. Need for guidelines to develop resource requests.

During the discussion, it was apparent that units are using differing criteria for submitting and ranking requests, e.g., deleting one-time only items for which other funding could be secured. DCC reps observed that some items from the DCC DESIRABLE CATEGORY would have moved up to the ESSENTIAL CATEGORY (with the ranking intact) had one-time only requests been deleted. D. Ringer strongly recommended and members concurred, that one-time-only and on-going items be listed and ranked separately. It was recommended that the DCC requests be taken back to the Council for review.

The recommendation was followed up with the motion to table the decision stage on resource requests.

M/S/C Ringer/Fairly

To table the Resource Requests, 1990-91 rankings.

1989-90 LOTTERY AUGMENTATION

C. Hanson distributed copies of the 1989-90 Lottery Augmentation. (See Attachment 2).

AB1725 PROGRAM IMPROVEMENT REALLOCATION

AB 1725 legislation provides for allocation of funds for program improvement. The initial plan to allocate \$105,559 for Telephone Registration has been withdrawn for the present time. Recommended reallocations are:

Telephone Registration		\$105,559
Student Services Center		
1. Additional Equipment	38,215	
2. Custodial Equipment	9,260	
3. Casier Equipment	12,000	
4. DSPS - TTD line	5,000	
College-wide		
1. Engergy Management System expansion	15,000	
Business Services		
1. Facilities move to West Campus.	<u>25,584</u>	
		\$105,559

The next meeting is scheduled for April 17, 3:00 pm - A218C.

jdm

Attachments

cc: Dr. Peter MacDougall
Deans/Assistant Deans
Division Chairs/Department Chairs
Instructors' Association
CSEA Representative
Mr. Pickering

SANTA BARBARA CITY COLLEGE
 COLLEGE PLANNING COUNCIL
 RECOMMENDED RESOURCE
 REQUEST RANKINGS 90-91

1.	Categorical	\$ 18,000
2.	Learning Assistance Center Principal Clerk (Range 29)	29,000*
3.	Educational Technology/Microcomputing	
	**Director	55,000 + Benefits
	Network Support Technician	30,000 + Benefits
4.	Personnel - Typist-Clerk (Range 21, Confidential)	25,000
5.	Business Services Reorganization-Fiscal review recommendation	20,000
6.	Athletic Assistance	
	Special Program Advisor (Range 35)	15,000
	Supplies/Duplicating	3,000
7.	UCSB Transition - Supplies/Duplicating	5,000
8.	Early Childhood Education LTA (Range 37) .5 Regular	15,000
9.	Business Development Center Clerk (Range 21)	12,000
10.	Coordinator - Academic Computing**	36,000
11.	Business Services - Head Casier - Student Services Center	24,000
12.	Math LTA (Range 37) 1.0 Regular	30,000
13.	Transfer Achieve Program Coordinator	
	Special Program Advisor (Range 35) .5 Regular	15,000
14.	Drafting LTA (Range 37) . 5 Regular	15,000
15.	Business Services Secretary (Range 21),(Confidential)	24,000
16.	Academic Computing Hardware/Software Technician II	30,000
17.	Security Officer (25,000 total)	14,000*
	TOTAL	<u>432,000</u>

18.	Health Technologies Classified Hourly	6,500
19.	Financial Aids Loan Clerk (Range 25) 1.0 Regular	23,000
20.	Purchasing Principal Clerk (Range 29) 1.0 Regular	26,000
21.	Art - Ceramics/Sculpture LTA (from 10 to 12 months)	5,500
	Total	<u>61,000</u>
Not included from General Fund:		
	Bookstore Casier (Range 17)	6,200
		<u>499,200</u>

*CPC Approved Revisions to Original List, April 17, 1990.

**Job Descriptions to be Reviewed by ICPC Prior to Release of Funds.

SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES

CPC Corrections
4/17/90

MEMORANDUM - March 22, 1990
 TO: College Planning Council
 FROM: Charles L. Hanson, Business Manager
 SUBJECT: RESOURCE REQUESTS RANKING

On March 22, 1990, the vice presidents/Cabinet members met and reviewed the new resource requests presented to CPC on March 20, 1990. The following list ranks the new resource requests for 1990-91:

1.	Categorical - COLA differential	\$ 18,000
2.	Learning Assistance Center Clerk (Range 21)	20,000
3.	Educational Technology/Microcomputing	102,000
	Director 55,000 + benefits	
	Network Support Tech. 30,000 + benefits	
4.	Personnel - Typist-Clerk (Range 21, conf.)	25,000
5.	Business Services Reorganization Fiscal review recommendation	20,000
6.	Athletic Assistance	
	Special Program Advisor (Range 35)	15,000
	Supplies/Duplicating	3,000
7.	UCSB Transition	
	Supplies/Duplicating	5,000
8.	Early Childhood Education	
	LTA (Range 37) .5 regular	15,000
9.	Business Development Center Clerk (Range 21)	12,000
10.	Coordinator - Academic Computing	36,000
11.	Business Services	
	Head Cashier - Student Services Center	24,000
12.	Math LTA (Range 37) 1.0 regular	30,000
13.	Transfer Achievement Program Coordinator	
	Special Program Advisor (Range 35) .5 reg.	15,000
14.	Drafting LTA (Range 37) .5 regular	15,000
15.	Business Services	
	Secretary (Range 21, conf.)	24,000
16.	Academic Computing	
	Hardware/Software Technician II	30,000
17.	Security Officer (25,000 total)	<u>14,000</u>
	Total	\$424,000


(continued on reverse side)

*CPC Corrections 3/27/90

SANTA BARBARA CITY COLLEGE

BUSINESS SERVICES

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Fiscal review recommendation		
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Special Program Advisor (Range 35)	15,000	
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13. Transfer Achievement Program Coordinator		
Special Program Advisor (Range 35) .5 reg.	15,000	
14. Drafting LTA (Range 37) .5 regular	15,000	
15. Business Services		
Secretary (Range 21, conf.)	24,000	
16. Academic Computing		
Hardware/Software Technician II	<u>30,000</u>	
**17. Security Guard 12 months	14,000	
	Total	\$409,000

*Tabled until April 17, 1990

(continued on reverse side)

**Approved CPC April 17, 1990

Total

\$423,000

Not included from General Fund:

Bookstore Cashier (Range 17) \$ 6,200

Supplementary List:

17. Health Technologies
Hourly classified 6,500

18. Financial Aids Loan
Clerk (Range 25) 1.0 regular 23,000

19. Purchasing
Principal Clerk (Range 29) 1.0 regular 26,000

20. Art - Ceramics/Sculpture
LTA (from 10 to 12 months) 5,500

61,000

\$476,000

CLH:ba

TO: Jane Craven
FROM: Don Seaver *DS*
RE: Security Needs - Graveyard Shift
DATE: March 28, 1990

The lack of **QUALITY** security coverage for the graveyard shift on the weekends continues to be a **MAJOR** problem! The most recent burglary which occurred this past weekend is a good example of how **UNRELIABLE** the services are of private security agencies. During the past several years, all of the companies that have attempted to provide weekend security coverage for the graveyard shift have been very **UNSATISFACTORY:**

- Roman
- Presidio
- Pinkerton
- Ray's

Recently, several companies were contacted regarding the weekend graveyard shift to see if they were interested in such a service. Either the companies were no longer in business or they didn't have the staff to provide such services.

Since our track record is so poor with private security agencies, I am recommending that one permanent officer (12 mos.) be hired for the graveyard shift, Wednesday - Sunday. This officer would work alone on Wednesday and Thursday, because the facilities personnel are present throughout the campus. A part time security officer would be assigned to work with the permanent officer on the remaining three days, Friday - Sunday. By hiring such a person, I am confident we could attract a dependable employee.

Such a position would cost approximately \$25,230.00 (includes fringe benefits, anticipated raise plus 7.5% shift differential) on an annual basis. Currently, Presidio Security receives approximately \$11,000.00 per year for providing security services three days per week.


I think this request needs to be given **SERIOUS CONSIDERATION.** feel all other actions have been exhausted.

cc: L. Fairly

SANTA BARBARA CITY COLLEGE

BUSINESS SERVICES

MEMORANDUM - March 26, 1990

TO: College Planning Council 
FROM: Charles L. Hanson, Business Manager
SUBJECT: 1989-90 LOTTERY AUGMENTATION

Previous allocations:

I. Revenue (projected)		\$1,600,000
II. Allocations (July 26, 1989)		
West Campus parking	800,000	
Salary commitment (1%)	225,000	
Collegewide	298,760	
Continuing Education	60,500	
Business Services	22,300	
Academic Affairs	139,191	
President's area	0	
Student Affairs	<u>33,700</u>	
	Total	<u>1,579,451</u>
Balance to allocate		20,549
III. Revenue (estimated)		<u>200,000</u>
Available for Ranking		\$ 220,549

IV. Recommended Allocations

		Account #
A. West Campus parking	100,000	
B. Continuing Education	8,000	
C. Collegewide		
1. Classroom improvements	20,235	
D. Interdisciplinary Center		
1. Custodial equipment	10,000	
2. Classroom equipment)	58,000	
3. Faculty offices		
E. Business Services		
Accounting/Payroll to Administration Bldg		
1. Work stations	14,000	
(in lieu of walls)		
2. Work stations-terminals (3)	2,700	
3. Installation/wiring	8,000	

Over-allocated		\$ <u>220,935</u> (386)
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CLH:ba

cc: Cabinet

Business Services - Accounting, Facilities, Purchasing