

SANTA BARBARA CITY COLLEGE

COLLEGE PLANNING COUNCIL

May 5, 1987

M I N U T E S

PRESENT: J. Romo, Chair, M. Bobgan, E. Hodes, H. P. Fairly, L. Fairly,
P. Freeman, C. Hanson, A. Ladd, D. Oroz
ABSENT: J. Diaz
RESOURCE: E. Cohen, J. Friedlander, B. Miller, D. Sloane
GUESTS: T. Garey, J. Ullom

APPROVAL OF MINUTES OF APRIL 28

E. Hodes noted that the minutes did not record her motion to reconsider two items on which action was taken at the April 14 meeting. The minutes will be amended to include the motion:

M/S/C Hodes/H.P. Fairly

To reconsider Item A. Recommendations on Lottery Allocations and Item B. Transfer of Funds to Self-Insurance Reserves and Classroom Renovation.

AYES: 8 NOES: 0 ABST.: 0

Members will recall that the motion to reconsider was made because the recommendations should have been presented for a "Hearing Stage" prior to submittal as "Action" items in order to be consistent with established DCC procedures.

M/S/C Trotter/L. Fairly

To approve the minutes of April 14 with the addition of the motion noted above.

ACTION ITEMS

RECOMMENDATIONS ON LOTTERY ALLOCATIONS

During the discussion on this item, members referred to the Summary of 1986-87 Lottery Allocations (Handout 4/14 from C. Hanson) which listed Approved Allocations (\$653,174), Ranked Items (approved if funding were available) and Recommended Allocations (\$78,050), with the focus of attention on the \$78,050 allocation. Specifically, members asked for clarification on the source of the proposed allocation. Dr. Hanson responded that the monies for the Recommended items is the residue from lottery funds after the recommended and ranked allocations were made. J. Romo pointed out that all items were ranked during the lottery review process.

M/S/C Hanson/Hodes

To approve the 1986-87 lottery allocations as submitted .

AYES: 8 NOES: 0 ABST.: 0

Dr. Hanson stated that any unexpended dollars from the 86-87 lottery monies will be carried over to 1987-88.

TRANSFER OF FUNDS TO SELF-INSURANCE RESERVES AND CLASSROOM RENNOVATIONS

In response to questions from several members, Dr. Hanson explained the need for additional monies in the Insurance Reserve Fund as a result of existing and anticipated liability claims against the District. The basic points raised during the lengthy discussion which ensued are:

1. That members originally supported the recommendations on the impression that these were "emergency" expenditures and that they would be funded from district reserves.
2. That no action should be taken which would "erode the District's base for meeting it's fiscal commitment to faculty."
3. That contingency funds which have been identified in the past as being a potential funding source to offset faculty salary increases should be maintained at the current level until all commitments to employees are met.
4. That funding for the Self-Insurance Reserves should come from the District's 5% Contingency Fund.

Dr. Hanson, when asked to explain the difference between the 5% Contingency Fund and the Other Appropriations for Contingency (Attachment: Budget Development, January 13, 1987) pointed out that that the former is maintained by Board policy as a reserve to meet unexpected expenses; the latter fund was established for other possible expenditures during the current budget year. He noted that although the funds are co-mingled in the budget, they are assigned separate designations. Members requested an explanation for maintaining a 5% contingency fund if the fund is, in reality, rarely used for emergencies or unexpected expenditures. Dr. Hanson explained that the Board has committed funds from the Contingency in the past; however, expenditures from the account during one budget year have been replaced in the subsequent years to again maintain the 5% Contingency.

M/S/C Bobgan/Freeman

To approve the recommendations to allocate \$75,000 to the Self-Insured Reserve (JPA Consortium - Workman's Compensation) with the contingency that the category Other Appropriations for Contingencies (\$1,155,441) not be used to cover this item.

AYES: 7 NOES: 0 ABST.: 1

Most of the members were reluctant to commit \$175,000 from the General Fund to the District Self-Insured Reserves until any anticipated liability claims are settled.

M/S/C Hodes/Freeman

That \$175,000 not be transferred from the General Fund to the District Self-Insured Reserve.

AYES: 4 NOES: 3 ABST.: 1

There was general approval of the classroom renovation project, with members citing the obvious need to repair and replace fixtures and equipment in many classrooms and laboratories on campus.

M/S/C Hodes/Fairly

To approve the transfer of \$100,000 from the General Fund to the Renovation Fund, with the understanding that this action doesn't threaten the monies set aside in the Other Contingency category.

AYES: 8 NOES: 0 ABST.: 1

REPORTS

RANKING OF INSTITUTIONAL RESOURCE REQUESTS

B. Miller presented the Resource Requests from the President's Office, in ranked order, as requested from the Committee.

Priority #1: Personnel Office: Request for secretarial assistance (1 FTE) and Affirmative Action Advertising (\$2,000).

Priority #2: Publications: Request for a 15% increase (\$11,700).

Priority #3: Data Processing: .5 FTE Technician.

Priority #4: College Information: Writer.

Priority #5: Research & Grants: .5 FTE Technician, to be shared with Business Services.

The Chair reported that the Division Chair Council ranked the Recommendations for Essential Resources Request submitted by Academic Affairs using the established criteria. The Chair explained that only the Most Essential Items had been ranked. Some concern was expressed about the Theatre Arts request for benefits (\$7,350) for a Marketing Director, and members asked whether this position had been approved. The Chair reported that this position had not been approved and reiterated that all permanent classified and certificated requests are to be reviewed by CPC. In the event of funding for the Marketing Director benefits, the request to establish the position--Regular Classified--would be brought before the Council.

Mr. Oroz stated for the record that the Personnel department has changed its request for an administrative secretary to a secretary or clerk/typist.

The meeting was adjourned at 4:50 p.m.

jdm

cc: Dr. MacDougall
Deans of Instructional Services
Division/Department Chairpersons
Rep Council
CSEA President
Mr. B. Miller