

SANTA BARBARA CITY COLLEGE

COLLEGE PLANNING COUNCIL

March 17, 1992

MINUTES

PRESENT: J. Romo, M. Bobgan, G. Carroll, L. Fairly, T. Garey, B. Hull, H. McCarthy,
D. Oroz
RESOURCE: B. Hamre
ABSENT: P. Georgakis (excused)

The Chair requested consent to add two items to the agenda: *Equipment Funds* and *Update on Tenure Track Positions*. L. Fairly also requested consent to present item A. *Funding for Early Calendar Implementation Project* as an action item.

APPROVAL OF MINUTES: February 18, 1992

M/S/C Bobgan/Oroz 6 Ayes - 1 Abst.

To approve the minutes of February 18 as submitted.

ACTION ITEM

A. Funding for Early Calendar Implementation

Mrs. Fairly presented a request for \$50,745.40 to implement the Early Start Calendar for Fall 1992. It was recommended that funding be allocated from one-time-only growth funds. The expenditures would be used for internal staff marketing, newspaper and extensive TV/radio/newspaper advertising and for hourly staff support.

Mrs. Fairly distributed a handout outlining the activities directed at implementation. After discussing the proposals, Council members expressed their support for the plan.

M/S/C Oroz/Garey Unanimous

To waive the rules and to take action on this item.

M/S/C Oroz/Hull

To approve the expenditure from one-time-only funds to market the Early Start Calendar 92-93, effective immediately.

For accounting purposes Dr. Hanson proposed an amendment that would round off the allocation to \$50,000 into the following categories:

Hourly Assistance	14,400
Printing/Promotion	8,700
TV/Radio	13,700
Advertising	3,200
Spring 93 advertising	10,000

TOTAL: 50,000

The motion for approval as amended was unanimously approved.

REPORTS/DISCUSSIONS

B. Budget Update

C. Hanson reported that the district is receiving an additional \$380,000 in 91-92 growth funding. These funds can be carried over to 92-93. Dr. Hanson also reported that the Governor's budget reflects strong support for access to community colleges and provides funding for additional growth.

Dr. Hanson announced the appointment of Betty Mosley as the new Purchasing Manager, replacing Ellen Fritz. He also reminded members that May 1 is the last day to submit requisitions for 91-92.

C. Definition of College Wide Needs

Dr. Hanson distributed a memo in which he presented a proposed definition of "College-Wide Needs": *College-wide allocations are those which affect numerous departments and have general impact on the entire college and its ability to accomplish the overall mission of the college.*

Examples are: Health and safety, utilities, parking lots and roadways, exteriors, general Service departments (e.g. Library, Mailroom, Duplicating, Campus Center) and Risk Management Insurance.

Examples which are NOT college-wide are: interiors (e.g. classrooms, offices, carpets, chairs, etc.) and individual departments (e.g. Biology - autoclave, Garvin Theatre lighting, Accounting/Payroll, instructional departments, etc.)

Council members recommended strongly that general maintenance and repairs (e.g. electrical, roofs, interior corridors and lobbies, machinery, and doors) be added to the list of items meeting the "college-wide" definition.

Dr. Hanson will add the recommended items and submit a revised listing to CPC at a later date.

D. Equipment Funds

The Chair reported that the President is considering releasing an additional \$500,000 for equipment replacement. Cabinet has recommended allocating the funds based on the 10%/40%/50% formula approved by CPC for the original equipment allocations:

College-wide equipment	10%
Computers	40%
5 Divisions (major units)	50%
Instruction	25%
Continuing Ed	6%
Student Services	3%
President's Area	2%
Business Services	14%

In reviewing the recommended allocations, the Chair reported that the president did not support CPC's recommendation that a portion of equipment funds be set aside for special projects. During the discussion concern expressed about the 40% allocated to computers. If the present formula is applied to the additional funds, the total allocation to computers

would be \$360,000. Dr. Hanson noted that the College has major needs in other areas which should be addressed. Members expressed their confidence that the 4 C's would be judicious in recommending computer equipment purchases, and that the committee would make every effort to redeploy usable and supportable computers. The Chair stated that DCC has submitted its recommendations on computer purchases to the 4 C's committee, which will report back to DCC on April 15.

E. Tenure Track Update

Mr. Oroz stated that, overall, there have been fewer applicants than last year. The Business and Political Science positions have closed. The application deadlines for the Children' Center, HRC, Ethnic Studies, LVN and ECE have been extended to April.

The next meeting is scheduled for **Tuesday, April 7, 3:00 p.m. in A218C.**

JR:jdm

cc: Dr. P. MacDougall
Mr. Gregg
Mr. Hamre
Mr. Pickering
Classified Council
Counseling
CSEA Representative
Deans/Assistant Deans
Division/Department Chairs

**SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES**

DATE: April 7, 1992
TO: College Planning Committee
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: ONE-TIME 1991-92 ALLOCATIONS - COLLEGE-WIDE

Department	Item	Amount
College-wide	Early Start Calendar	\$ 50,000
1. Purchasing	District inventory	45,000
2. Mailroom	Remodel	8,000
3. Printing	Equipment	15,000
4. Duplicating	Equipment	6,500
5. Gymnasium	Floor refinish	28,000
6. Telephone	Training	3,000
7. Risk Management	Safety Training	18,000
8. Duplicating	Copier	50,000
9. Mailroom	Postage Meter	6,000
10. All Buildings	Graffiti control equipment	18,500
11. Grounds	Trash containers (20)	8,000
12. All Buildings	Cigarette disposals (50)	10,000
13. All Campus	Bike racks (20)	4,000
14. Cafeteria	Tables--40 round, 10 8'x30"	14,000
15. Exteriors	Tables/benches (10)	8,500
16. Schott Center	Roof work	20,000
	Total	312,500
17. All Buildings	Exterior signage	100,000

CLH:ba
Attachment: College-wide Definition
cc: Business Services

**SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES**

DATE: March 17, 1992
TO: College Planning Council
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: **DEFINITION OF "COLLEGE-WIDE" ALLOCATIONS**



Definition: College-wide allocations are those which affect numerous departments and have general impact on the entire college and its ability to accomplish the overall mission of the college.

Examples which ARE college-wide:

- A. Safety (e.g., hazardous waste, safety inspections, repairs and maintenance, fire alarm, energy management system, etc.)
- B. Utilities (e.g., electrical, water, gas, telephone, etc.)
- C. Parking lots and roadways
- E. Exteriors (e.g., landscaping, walkways, building, signage, lighting, grounds, roofs, painting, etc.)
- F. General service departments (e.g., Library, La Playa Track, Sports Pavilion, Mailroom, Duplicating and Printing, Information, Telephone, Campus Center)
- G. Risk Management Insurance (e.g., Workers' Compensation, Liability and Property, Employee Travel, Security/Parking/Traffic, etc.)
- H. General maintenance and repairs (e.g., HVAC, electrical, machinery, roofs, doors, interior corridors and lobbies).

Examples which are NOT college-wide:

- A. Interiors (e.g., classrooms, offices, carpet, desks, chairs, etc.)
- B. Individual departments (e.g., Biology--autoclave, Garvin Theatre--lighting, P. E.--gym lockers, Computer Science Lab, Continuing Education, Accounting/Payroll, instructional departments, Student Services, Personnel, etc.)

CLH:ba
c Business Services / Cabinet

**SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES**

DATE: April 7, 1992
TO: College Planning Committee
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: ONE-TIME 1991-92 ALLOCATIONS - COLLEGE WIDE

Department	Item	Amount
1. Auxiliary Acctg	4th Cashier Station	\$ 10,000
2. Auxiliary Acctg	Cashier equipment	3,000
3. Accounting	Cabinets - Administration	10,000
4. Grounds	Chipper (recycling)	14,000
5. Facilities	Workshop - new building	25,000
6. Facilities	Workshop equipment	15,000
7. Grounds	Equipment	5,000
8. Custodial	Equipment	10,000
9. Maintenance	Equipment	9,000
10. Facilities	1-1/2 ton truck	25,000
11. Purchasing	CECC Software	24,000
12. Facilities	SARA Software	7,500
13. Grounds	Electric cart	9,500
14. Grounds	1/2 ton pickup truck	12,500
15. Facilities	High lift truck	55,000
	Total	234,500

CLH:ba
cc: Business Services

**STUDENT AFFAIRS
NEW RESOURCE REQUESTS
One-Time Only Requests**

<i>Item</i>	<i>Total Points</i>
1. Security: Radios (2), \$1,200	88.40
2. Athletics: Repair bleachers in Sports Pavillion, \$6,000	75.93
3. Transfer Center: Travel/Conference, \$805	67.35
4. Athletics: Women's Softball, \$30,000	64.06
5. Transfer Center: Transfer Mentor Program, \$500	63.26
6. Athletics: Rollaway covers for high jump/Pole vault pits, \$500	60.13
7. Athletics: Replace missing ceiling tiles, Sports Pavillion, \$12,000	57.86
8. Bookstore: Annex on West Campus (no cost estimate)	49.85
9. Counseling: Recruitment Publications, \$5-7,500	49.14
10. Counseling: Media Presentation System w/Slide Projector, w/Remote, \$6,800	46.13
11. Transfer Center: 3 Portable aluminum easels w/chart clamp, \$503	45.40
12. Transfer Center: 3 Side Chairs, \$750	44.00
13. Career Center: 6 Side Chairs, \$1,500	42.42
14. Transfer Center: 2 Display Racks, \$460	41.26
15. Transfer Center: 1 5-shelf bookcase, \$400	40.80
16. Counseling: 1 Desk	39.60
17. Transfer Center: 2 Multi-purpose portable tables, \$100	39.53
18. Counseling: 1 Task Chair, \$280	39.20
19. Athletics: Accutrack timing system, \$10,000	35.93
20. Counseling: International Student Brochure, \$3,200	35.06
21. Athletics: Trackmaster Implement Certification Equipment, \$1,750	28.40
22. Athletics: Sprint Wind Gauges, \$2,390	27.42

**SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES**

DATE: April 7, 1992
TO: College Planning Committee
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: **ONGOING 1992-93 ALLOCATIONS - COLLEGE-WIDE**

Department	Item	Amount
1. Maintenance	HVAC	\$ 30,000
2. Telephone	Installation/changes	15,000
3. Telephone	Telephone Tech. (.5)	15,000
4. Purchasing	Locksmith and hardware	12,000
5. Facilities	Lighting improvements	25,000
6. All College	5% COLA (4000s)	60,000
7. All College	Classified hourly asst.	50,000
8. All College	Early Calendar	20,000

CLH:ba
cc: Business Services

SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES

DATE: April 7, 1992
TO: College Planning Committee
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: **ONGOING 1992-93 ALLOCATIONS - COLLEGE WIDE**
BUSINESS SERVICES DIVISION - RANKED/PRIORITIZED

Department	Item	Amount
1. Auxiliary Acctng	Accounting Technicians (1.0)	\$ 25,000
2. Custodial	Custodian (1.0)	22,000
3. Business Services	Sr. Secretary, Conf. (.5)	13,000
4. Facilities	Clerk-Typist (1.0)	20,000
5. Custodial	Custodian (1.0)	22,000
6. Purchasing	Receiving Clerk (.5)	14,000
7. Grounds	Groundskeeper (1.0)	22,000
8. Facilities	Custodian (1.0)	22,000
9. Purchasing	Clerk (.5)	11,000

CLH:ba
cc: Business Services

**SANTA BARBARA CITY COLLEGE
BUSINESS SERVICES**

DATE: April 7, 1992
TO: College Planning Committee
FROM: Charles L. Hanson, Vice President, Business Services
SUBJECT: **ONGOING 1992-93 ALLOCATIONS - COLLEGE-WIDE**

Department	Item	Amount
1. Maintenance	HVAC	\$ 30,000
2. Telephone	Installation/changes	15,000
3. Telephone	Telephone Tech. (.5)	15,000
4. Purchasing	Locksmith and hardware	12,000
5. Facilities	Lighting improvements	25,000
6. All College	5% COLA (4000s)	60,000
7. All College	Classified hourly asst.	50,000
8. All College	Early Calendar	20,000

CLH:ba
cc: Business Services

Computer Programming Allocation

RESOURCE REQUEST

1992-93

Category (check one)

One time or On-going (check one)

Certificated Personnel

One-time

Classified/Non-certificated Personnel

On-going

Capital Equipment

Supplies

Facilities

Description (be as specific as possible)

Increase macro-support computer programming allocation to 180 hours per year for the Continuing Education Division.

Reason or Justification

This division's current year allocation of 60 hours was fully expended within the first few months of the year. As a result, we have had to defer requests for streamlining and improving our system; we have resorted to patchwork efforts to respond to new reporting requirements and requests for data; and have had to dedicate the limited hours (average is 5 hours per month of programming) to crisis management and odd problem-solving requests.

Cost (one-time or per year)

\$4,500

RESOURCE REQUEST

1992-93

Category (check one)

One time or On-going (check one)

- | | |
|--|--|
| <input type="checkbox"/> Certificated Personnel | <input checked="" type="checkbox"/> One-time |
| <input type="checkbox"/> Classified/Non-certificated Personnel | <input type="checkbox"/> On-going |
| <input checked="" type="checkbox"/> Capital Equipment | |
| <input type="checkbox"/> Supplies | |
| <input type="checkbox"/> Facilities | |

Description (be as specific as possible) Purchase of various equipment items as follows:

- Wall-mounted compartment storage centers for mail room (two)
- Aluminum Portable Tables (32)
- 2 drawer locking storage cabinet (1)
- 8 ft. nonconduction fiberglass ladder (1)
- White marker boards for classroom use (2)
- Pressure Washer for deep cleaning of walkways (1)

Reason or Justification (Justification listed on order per above)

- To accommodate the increase in the number of instructors who receive mail at the Schott Center.
- To replace heavy, cumbersome classroom tables, enabling one staff person rather than two to change room set ups. Increased efficiency in this task has become a pressing matter as the Schott Center now has rooms scheduled back-to-back from 8 a.m. - 10 p.m. (also reduces wear on our staff).
- To secure confidential student records and class materials used for Basic Education class conducted at SBCC 4 nights/week.
- To increase safety for custodial tasks performed near electrical sources.
- Instructional tool for improved teaching techniques in Basic Education Classes.
- To clean walkways and sanitize refreshment stand area on quarterly basis at the Schott Center. Existing staff would perform the task and eliminate the need to contract for these cleaning services.

Cost (one-time or per year)

- \$ 300.
- \$4,000.
- \$ 250.
- \$ 225
- \$ 450.
- \$ 650.
- \$6,175

Equipment Lease

RESOURCE REQUEST

1992-93

Category (check one)

One time or On-going (check one)

- Certificated Personnel
- Classified/Non-certificated Personnel
- Capital Equipment
- Supplies
- Facilities

- One-time
- On-going

Description (be as specific as possible)

Lease for 24 months for a mailing machine with a data post scale for the Schott Center.

Reason or Justification (Justification listed on order per above)

To replace the aging mailing machine located at the Schott Center which serves as the primary site for mailings by the Continuing Education Division. Because postal requirements are scheduled for revisions in 1992 and again in 1994, new machinery purchased now would become obsolete. Under the leasing terms of Pitney Bowes Corporation (The equipment and service provide for the District's mailing system), leased equipment may be replaced without penalty or obligation as newer models become available.

Cost (one-time or per year)

\$4,800.

(Replacement cost of purchased equipment: \$5,500).

Recruitment and Retention for ESL

RESOURCE REQUEST

1992-93

Category (check one)

One time or On-going (check one)

Certificated Personnel

One-time

Classified/Non-certificated Personnel

On-going

Capital Equipment

Supplies

Facilities

Description (be as specific as possible)

Supplies and activities to support outreach, recruitment and retention of ESL students including Spanish radio spots and newspaper advertisements; flyers; 2 information "fares" conducted jointly with SBCC; Spanish/English dictionaries; purchase of immigration forms and information sheets for dissemination and completion; and general costs of reproduction and mailing.

Reason or Justification

To encourage those who are recent arrivals as well as native Santa Barbarans to enroll and continue in appropriate classes offered by Adult Education, and as an articulated cooperative effort with the main campus to recruit and retain Latino and other ethnic minority students.

Cost (one-time or per year)

\$12,000.

Recruitment and Retention for IRCA/ESL

RESOURCE REQUEST

1992-93

Category (check one)

One time or On-going (check one)

Certificated Personnel

One-time

Classified/Non-certificated Personnel

On-going

Capital Equipment

Supplies

Facilities

Description (be as specific as possible)

Funding to support two LTA positions to continue recruitment and retention activities, crucial to support the IRCA program; to administer quarterly mandatory testing of all IRCA students and assist with the mandatory testing of ABE students in ESL; and to provide bilingual support and assistance to potential and newly enrolled and continuing ESL students in completing various immigration requirements, as well as their educational goals.

Reason or Justification

IRCA funding for 1992-93 may be reduced to a level that will no longer support staff other than the director and the secretary. However, because our IRCA and ESL student participation is expected to remain at the same level as 1991-92, the workload will not be reduced. Two LTA positions, each at 19.5 hours per week would provide the minimal staff to continue the IRCA program, and assist the ESL program overall.

Cost (one-time or per year)

\$23,185.

6

SANTA BARBARA COMMUNITY COLLEGE
Continuing Education Division
Alice F. Schott Center
310 West Padre Street
Santa Barbara, CA 93106-4388

RESOURCE REQUEST
1992-93

Category (check one)

- Certificated Personnel
- Classified/Non-certificated Personnel
- Capital Equipment
- Supplies
- Facilities

One-time or On-going (check one)

- One-time
- On-going

Description (be as specific as possible)

INSTRUCTIONAL COMPUTING LAB
COORDINATOR (SEE ATTACHED JOB
DESCRIPTION)

Reason or Justification

TO MAINTAIN COMPUTER ROOMS AT THE WAKE CENTER, INCLUDING MAINTENANCE AND REPAIR OF MACHINES AND SOFTWARE, COORDINATION OF APPROPRIATE SOFTWARE AND GENERAL SUPERVISION OF ALL COMPUTER OPERATIONS.

Cost (one-time or per year)

\$32,000.00 - \$34,000.00 INCLUDING BENEFIT PACKAGE, PER YEAR.

RESOURCE REQUEST
1992-93

Category (check one)

- Certificated Personnel
- Classified/Non-certificated Personnel
- Capital Equipment
- Supplies
- Facilities

One-time or On-going (check one)

- One-time
- On-going

Description (be as specific as possible)

Three electronic pianos

Reason or Justification

Large enrollments in piano classes and also the need to have portable keyboards for off campus music classes.

Cost (one-time or per year)

\$800 each + \$2400.

SANTA BARBARA COMMUNITY COLLEGE
Continuing Education Division
Alice F. Schott Center
310 West Padre Street
Santa Barbara, CA 93105-4366

RESOURCE REQUEST
1992-93

Category (check one)

One-time or On-going (check one)

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Certificated Personnel | <input type="checkbox"/> One-time |
| <input type="checkbox"/> Classified/Non-certificated Personnel | <input type="checkbox"/> On-going |
| <input checked="" type="checkbox"/> Capital Equipment | |
| <input type="checkbox"/> Supplies | |
| <input type="checkbox"/> Facilities | |

Description (be as specific as possible)

Meiter vise for use in the picture framing classes

Reason or Justification

Large enrollment in picture framing classes makes it necessary to have another one of these so that all students have and opportunity to use the equipment.

Cost (one-time or per year)

\$857 with discount...lists at \$1100.

SANTA BARBARA COMMUNITY COLLEGE
Continuing Education Division
Alice F. Schott Center
310 West Padre Street
Santa Barbara, CA 93105-4366

RESOURCE REQUEST
1992-93

Category (check one)

One-time or On-going: (check one)

- | | |
|---|--|
| <input type="checkbox"/> Certificated Personnel | <input checked="" type="checkbox"/> One-time |
| <input checked="" type="checkbox"/> Classified/Non-certificated Personnel | <input type="checkbox"/> On-going |
| <input type="checkbox"/> Capital Equipment | |
| <input type="checkbox"/> Supplies | |
| <input type="checkbox"/> Facilities | |

Description (be as specific as possible)

For Parent/Child interaction classes:

- 1) 1 climbing structure at \$200.
- 2) Built-in easels at \$200.
- 3) Outside rubber black top, sand pit and cover at \$300.
- 4) 6 child-size benches to seat 24 - \$300.
- 5) 2 large storage cabinets at \$400.

Reason or Justification

We are hoping to move the two parent/child interaction classrooms to our Wake Center from La Colina in order to avoid the rent we are paying to the City Schools District. When the move is effected, the above equipment will be needed to replace that which was available at the Junior High School.

Cost (one-time or per year)

One time total cost of \$1800.

**STUDENT AFFAIRS
NEW RESOURCE REQUESTS
(On-Going Costs)
Rankings - Page 1**

Item	Total Points
1. Security: Full-Time Security Officer, West Campus 10 months, \$23,190-26,946	102.46
2. Health/Wellness: Hourly Certificated Mental Health Counselor, \$13,726	102.13
3. EOPS: Special Program Advisor, CARE - .5, \$18,000 (salary/benefits)	95.06
4. Bookstore: Senior Supply Buyer, 31C/Family benefits \$34,653, needed by January '93	91.07
5. Admlsslons: Increase Transcript Clerk from 3/4 to full-time, \$9,534	89.73
6. Athletlcs: Student Accident Insurance Coverage, \$20,000	88.13
7. Bookstore: Storekeeper, 29C/Family, FY 92-93, \$33,318	86.14
8. EOPS: Child Care Funds, \$10,000	85.00
9. Financial Aid: Printing & Duplicating, \$1,500	84.07
10. EOPS: Tutorial Assistance, \$10,000	81.73
11. Student Svcs Admin.: Secretary, .5, for Dean, \$14,750	81.33
12. Cal-SOAP: Increase secretary from 3/4 to full-time, \$4,000	80.85
13. Financial Aid: Checks (supplies), \$1,500	78.57
14. Cal-SOAP: Junior High School Program, \$5,000	77.50
15. Career Center: 2 Hourly Counselors, \$43,545	75.93
16. Athletlcs: Part-time hourly Athletic Trainer, \$3,000	75.66

NEW RESOURCE REQUESTS

Rankings - Page 2

Item	Total Points
17. Athletlcs: Increase SPA from 1/2 to full time, \$18,000	74.93
18. Security: Security Uniforms, \$1,000	74.40
19. Counseling: Project ASSIST Tech., 10 mo. Classified, Permanent, 1/2, \$16,610	73.73
20. Security: Printing & Duplicating, \$1,000	72.50
21. Student Svcs Admln.: Printing & Duplicating, \$1,250	71.50
22. Admlsslons: Athletic Eligibility, \$2,000	71.20
23. Athletlcs: Part-time SID, \$2,000	70.85
24. Cal-SOAP: P.D. Class for Cal-SOAP Students, \$3,436	70.78
25. Athletlcs: Hourly Certificated SAAP and Academic Coordinator, \$20,000	68.60
26. Career Center: Lease of Eureka Computer Career Information, \$2,000	66.80
27. Financial Aid: Revise Financial Aid Student Brochure, \$2,000	66.28
28. Student Svcs Admln.: Supplies, \$500	66.00
29. Counseling: 12 mo. Full time SPA, Orientation/College Relations, \$33,293	65.92
30. Student Activitles: Rental Lease Agreement, \$2,000	65.26
31. Counseling: College Representatives Program, \$5,000	63.78
32. Student Svcs. Admln.: Travel/Conference, \$2,000	58.35

NEW RESOURCE REQUESTS

Rankings - Page 3

<i>Item</i>	<i>Total Points</i>
33. Athletics: Asst. Coach, Women's & Men's Volleyball, \$4,000	56.60
34. EOPS: McKinley Adopt-a-School Program, \$1,500	54.64
35. Counseling: Clerk/Dept. Reorganization/International Students, \$2,136	52.44
36. Counseling: Permanent F/T SPA, High School Articulation, \$12-18,000	51.33
37. Counseling: Hourly SPA/International Students, \$16,610	49.53
38. Counseling: Hourly Counselor/International Students, \$20,000	49.20
39. Counseling: F/T Clerical/Articulation, \$24,092	45.93
40. Counseling: Hourly Clerk/Office Clerk, International Students, \$12,682	41.21
41. Student Activities: Classified Intramural/Cheerleader Coordinator, \$9,000	40.40
42. Counseling: Printing/Correspondence, International Students, \$2,000	35.20
43. Counseling: Faculty Stipends/Articulation, \$2,500	32.85
44. Counseling: Travel/Conference, International Students, \$6,800	31.40

**SANTA BARBARA CITY COLLEGE
NON-EQUIPMENT RESOURCE REQUESTS**

SANTA BARBARA CITY COLLEGE

1991-92

APR 7 1992

DIVISION CHAIR COUNCIL RECOMMENDATIONS

BUSINESS MANAGER

PRIORITY I

**HEALTH AND SAFETY/
COMPLIANCE ITEMS**

Department	Item	Est Cost
Art	Exhaust fan for H111	1000
Art	New Electrical Box and update electrical system	5000
Biology	Air Conditioning for Cadaver Room in LG Bldg	5000
Children's Center	.5 Regular Class Instructional Aide	8000
Garvin Theatre	Air Conditioning: Garvin box office	1500
TOTAL HSC ITEMS		20500

PRIORITY II

**ON-GOING ITEMS IN
RANK ORDER**

Department	Item	Est Cost
1. Tutorial Center	Tutor Augmentation	40000
2. Academic Affairs	Reader Augmentation	20000
3. Library	Library's on-line seaching program	2500
4. Library	Increase periodical budgets	8000
5. Academic Affairs	4000-5000 COLA Augmentation	75000
6. Math	License software update	2000
7. Library	Work Inc employees	4500
TOTAL ON-GOING		152000

PRIORITY III

**ON GOING STAFF SUPPORT PERSONNEL
IN RANK ORDER**

Department	Item	Est Cost
Technologies Division	Micro lab coordinator	38200
Computer Info Systems	Hourly instructional aides	6000
Math	Microlab instructional aides	24000
Drafting	Hourly instructional aide	7000
Learning Resource Cent	Instructional computing coordinator	40000
TOTAL STAFF SUPPT		115200

SANTA BARBARA CITY COLLEGE

MEMORANDUM

To: College Planning Council
From: College Computer Coordinating Committee
Date: April 7, 1992
Subject: **EQUIPMENT FUNDS FOR COMPUTERS**

The College Computer Coordinating Committee has received requests and proposals for these funds totaling more than a million dollars. The breakdown by division is as follows:

Academic Affairs	792,641
Student Affairs	118,200
Information Resources	67,000
Continuing Education	137,109

Total	1,114,950

The equipment requests from the Business Services division and the Human Resources division do not include any requests for computer equipment.

A working group of the CCCC is studying these requests and providing feedback to the divisions as to technical feasibility, accuracy of cost estimates, and conformity with the Statement of Visions and Directions document produced by the CCCC last year. The divisions have done their first round of rankings, and are requested to provide their final recommended rankings to the CCCC by the end of April.