

Santa Barbara City College

CLUSTER LEADER COUNCIL

MINUTES

January 30, 1980

MEMBERS PRESENT: D. Anderson, H. Dunn, J. Edmondson, R. Fairly, G. Gaston,
P. Huglin, P. Olsen, C. Solberg, M. Taylor, J. Webber

MEMBERS ABSENT: J. Morrisohn

RESOURCE MEMBERS

PRESENT: S. Conklin, M. Elkins, D. Emerson, R. Sanchez

GUESTS PRESENT: G. Robledo

Note: A suggestion was made to add the early calendar as an agenda item. The Chairperson indicated it could be discussed if members of the Council deemed it appropriate; however, he noted that the Representative Council is presently discussing the item and will probably have a recommendation by next week. The concern relates to the in-service day scheduled for Friday, August 15, 1980. An alternative of Monday, August 18, 1980 has been recommended.

1. STATE OF THE COLLEGE

a. Reaction to President Mertes' Speech

Discussion on this item began with a reaction to the information presented by the Superintendent/President Wednesday, January 23, 1980. The item of greatest concern is the probability of terminating contractual personnel in the event Proposition 9 is passed this June, 1980. Comments addressed the need to develop contingency measures to be used as guidelines, should the initiative be approved by the voters. The Chairperson pointed out it was very difficult to plan for this probable event in the absence of reliable information and legislation suggesting approaches for the termination of contractual personnel. Mr. Huglin reiterated that the Superintendent/President would not be recommending that dismissal notices be sent by the Board on March 15, 1980 since the current legislation mandating such procedures would be superceded by new legislation. As yet, no one has information suggesting criteria for terminating personnel that may appear in the new legislation.

Mr. Gaston stated he has been approached by numerous faculty relative to the subject of "lay-offs." He expects the item to appear on the Representative Council in the next few weeks.

Mr. Huglin indicated that contingency planning will emanate from the Superintendent/President's office and that every attempt will be made to keep everyone informed. He also stated he would distribute a procedure for lateral assignment of full-time faculty developed at Cerritos College.

b. Institutional Task Force - Enrollments, ADA, Attrition

Another topic receiving lengthy discussion was attrition. Comments revolved around possible reasons for attrition at SBCC and approaches used by some in

Over

attempting to reduce it. The memorandum attached to the agenda from Dr. Carman was discussed in addition to a response by Mr. Bill Miller. It was stated that counselors will be required to personally contact every student enrolled in 8 or more units who withdraw from the college this semester. The basic reason for making these contacts involves an attempt to better understand why students leave the institution. Several ideas aimed at reducing attrition were discussed and a suggestion was made to develop a list of ideas that could be used to offset attrition, distribute them to faculty and allow faculty opportunity to select those practices most amenable to their experience. Council members were encouraged to read an article covering a 25 year study in attrition in the Journal of Educational Research, March, 1978. Several significant factors are stressed in the article relative to attrition. Faculty/student contact is identified as a significant factor in a student's decision to withdraw. Programs on campus incorporating optimum faculty/student contact (Marine Technology, Health Technologies, sports, etc) appear to have low attrition thus lending additional support to the faculty/student contact variable. A suggestion the council felt has merit is the inclusion of the student's address and phone number on the attendance roster. A determination on the legality of this procedure will be made.

The Institutional Task Force on Enrollments, ADA and Attrition to be formed by the President was discussed. The Council was encouraged to submit their suggestions for representation if they had any.

c. Spring WSCH Figures Following Drop/Add

Spring WSCH (Weekly Student Contact Hours) figures following the drop/add period were discussed. Mr. Emerson explained that WSCH is up 0.1% over the same period a year ago and 3.1% above in head count. It appears the Spring 1980 semester will produce more WSCH than Fall 1979. Normally, the Fall semester is higher than Spring.

2. UPDATE ON 1980-81 BUDGET PREPARATION

Mr. Emerson explained procedures associated with requests for personnel, supplies, capital equipment and maintenance. He stated that personnel needs should parallel the department's three year curriculum plan. It is not necessary to request hourly certificated assistance since these needs are included in the Instruction Office TLU allocations each semester. Only full-time contractual and classified requests should be included. Departments should plan according to their needs and should not allow potential obstacles (i.e., Proposition 9) to influence projections. Capital equipment requests will soon be sent to departments. Requests should be developed and submitted February 15, 1980. Mr. Emerson stated that constraints on the budget will necessitate more careful and effective planning in the future in all areas. Requests for supplies and maintenance will be accommodated with similar procedures used in past semesters.

3. E.O.P.S./IN-SERVICE POSSIBILITIES FOR INSTRUCTIONAL DEPARTMENTS

Mr. Gilbert Robledo, Director of E.O.P.S. (Extended Opportunity Program and Services) was present to address the council. He was extending the services of his staff to

to departments with the hope of being invited to discuss programmatic features of EOPS with faculty. He presented an overview of the program and distributed forms normally sent to faculty verifying student status. He discussed requirements of the program and how they relate to students participating. He stated his satisfaction with the Peer Counselor Program and discussed its features and effectiveness. His interest lies in reaching as many faculty as possible so they may come to better understand the program. A suggestion was made that Mr. Robledo contact each Cluster and/or Department at their next meeting relative to a presentation.

4. PROGRAM PLANNING (CAREER/OCCUPATIONAL) UPDATE

Mel Elkins discussed the status of the Electronic Ceta and Landscape Horticulture Programs. He stated that the Electronics program is doing very well. Twenty-one students are currently enrolled in the program. Seven of these students have been placed in jobs and he expects that between 21-35 students will eventually graduate as Electronic Technicians prior to July. Students in the program spend their morning hours on the job and afternoon's on campus.

The Landscape Horticulture Program is also doing well. Discussion pertaining to program expansion is occurring due to the demand for the program. Approximately 25-28 students enroll in the program annually and over 80% of the graduates are employed at the end of two semesters. Mr. Elkins pointed out that the only way he feels the program can be expanded is through the employment of a full-time contractual person.

5. ITEMS 3, 4, 6, 7, 8, 10 AND 11 OF THE JANUARY 25, 1980 AGENDA WERE DEFERRED UNTIL THE NEXT MEETING.

6. NEXT MEETING

The next meeting of the CLC will be Wednesday, February 6, 1980 at 3:00 p.m. in A121.