

SANTA BARBARA CITY COLLEGE

CLUSTER LEADER COUNCIL
COLLEGE PLANNING COMMITTEE

May 27, 1981

MINUTES

MEMBERS PRESENT: Dwight Anderson, Isidor Elias, Shirley Conklin,
Myrna Harker, Curtis Solberg, Jinny Webber,
Charlotte Ley, Lana Rose

MEMBERS ABSENT: Pope Freeman (excused), Karl Halbach, Maury Ryan,
Pat Huglin (excused), Martin Bobgan (excused),
Al Silvera (excused), Charles Hanson (excused)

RESOURCE MEMBERS
PRESENT: Mel Elkins, John Romo, Richard Sanchez

ESOURCE MEMBERS
ABSENT: Burt Miller, Dan Oroz (excused)

GUESTS: Trudi Green, Jack Halloran, Mazie Chauvin, Ralph
Schiferl, Bob Profant

Mr. Romo opened the meeting by announcing that he would be presiding for Mr. Huglin.

Mr. Romo commented on the Classified Personnel Requests for 1981-82 noting that the prioritization lists would be formally presented to the President's Cabinet Friday morning, May 29, 1981.

Mr. Romo commented that there still were no indications regarding funding for the positions; a member indicated that the majority of those positions on the "primary" list are hourly positions and those in the "secondary" list are half-time and full-time contracted positions.

Mr. Romo gave a brief overview on the concept of "Instructional Improvement and Evaluation." He stated that the thrust of the CLC/CPC regarding proposals in this category would involve hearing a Department's presentation, prioritizing the proposal in terms of necessity, and making recommendations on the dollar amounts of each proposal. He also stated that the projected budget for 1981-82 in this endeavor is between \$100,000 - \$150,000 (1% of the entire college budget); he stated that the budget for 1980-81 had been \$38,000. He also noted that the ESL Renovation Proposal had not yet been submitted to the Instruction Office.

I. BUSINESS EDUCATION OVERVIEW

Jack Halloran (Business Education Cluster Leader Elect) elaborated on some of the activities planned over the next two years.

O V E R

He briefly commented on the CAI Proposal stating that a central location of computer terminals for general use would greatly benefit the college.

Concerning the Computer Science Proposal, he noted that the Department had experienced a 73% increase in enrollments this year; he also noted that an additional full-time staff member has been hired for Fall, 1981 to help deal with the workload.

He commented briefly on the BOC Word Processing Proposal stating that word processing is revolutionizing typing.

He also commented on other in-the-works projects; the Business Administration Department is contemplating the establishment of a self-paced, audio-visual teaching mode to serve at least one half of the students (200 to 400) enrolled in bookkeeping, accounting, and business math courses. He noted that in order to accommodate this particular mode, there would have to be instructional changes as well as structural changes, all of which could amount to \$60,000 to \$100,000.

Mr. Halloran also discussed the development of specialized courses in the fields of marketing and finance; he referred to it as "mini-MBA courses;" MBA referring to a Master's Degree in Business Administration.

II. BOC WORD PROCESSING PROPOSAL

Ms. Harker introduced Mazie Chauvin who will be working with Word Processing during 1981-82.

Ms. Green defined "word processing" as the method of producing office documents by applying modern computer technology.

Ms. Green stated that the BOC Department hopes to purchase six IBM Displaywriters (because of availability, price, and lack of danger of obsolescence) and two printers; she stated that the additional equipment would enable the Department to accommodate three times as many people. She also noted that the attainment of the additional equipment would not require a change in room structure.

Currently there are four machines (IBM Model A, IBM Mag I, and two IBM Mag IIs) in the Department, all of which accommodate about 25 students.

There was some discussion involving alternate funding sources; i.e., federal, private, CWETA, etc. When asked about VEA funds and the possibility of using the said funds to assist in the purchase of the word processors, Mr. Elkins commented that the 1981-82 application would be for 75% of 1980-81's amount and that the bulk of the monies would be spent on the expansion of the Drafting Program.

There was some discussion regarding the options of leasing, purchasing and lease/purchase.

A compromise on the number of machines was discussed; Ms. Green stated that the Department really needs six but would be willing to accept three.

III. COMMITTEE ON COMPUTER ASSISTED INSTRUCTION PROPOSAL

Mr. Profant commented on the proposal by stating that there would be 12 microprocessors in the Learning Assistance Center (LAC) available for use by all departments to aid in instruction.

A consensus of the Committee agreed that the purchase of the hardware and software was vital and that the expenditures for additional personnel (to help man the terminals) would be an ongoing expense in the beginning of the project.

IV. Ralph Schiferl commented that the Computer Science Department has experienced a 73% increase in enrollments over the past year; currently there are 900 students enrolled in various Computer Science courses. In order to accommodate the students, the Computer Science Lab is open from 8 a.m. until 10 p.m. Monday through Friday and is open from 9 a.m. until 5 p.m. on Saturday.

Mr. Schiferl stated that his Department has three options concerning the high student enrollments: 1) Turn students away. 2) Develop a screening process (e.g., Marine Technology). 3) Install more equipment.

He emphasized that by installing more terminals (CRTs), the Department would be better able to accommodate the needs of the students. Mr. Schiferl hopes to install at least 8 new CRTs; he noted that there would be no change in room structure.

Mr. Schiferl noted that while the additional terminals are necessary, the attainment of another "disk" is vital as no additional terminals can be installed with the said disk.

Mr. Sanchez commented on the proposals by stating that the BOC Word Processing Proposal would provide students necessary job-entry skills, that the CAI Proposal would benefit the entire college, and that the Computer Science Proposal would satisfy student desires for Computer Science instruction.

At the next meeting, prioritization of these proposals will be discussed.

The next meeting of CLC/CPC will be Wednesday, June 3, 1981 from 2:30 to 4:00 p.m. in L207.

/jdm

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