

**SADDLEBACK COLLEGE
PLANNING & BUDGET COUNCIL (PBC)**

**MINUTES
January 10, 2006**

Our College Mission: To provide access to learning opportunities that promote student success; to foster intellectual growth, individual expression, and character development; and to support a dynamic and diverse environment of innovation and collegiality.

PBC Membership: Taylor Ames, Chantel Ghafari, Mark Sierakowski, John Ozurovich, Jerilyn Chuman, Lise Telson, Rajen Vurdien, Jim Wright, Carol Hilton, Mary Williams, Claire Cesareo-Silva, Bob Cosgrove, Rich McCullough

President's Report

Wait List Report

Vice President Telson, Vice President White, and Interim Vice Chancellor Allan MacDougall will present the Wait List report at the upcoming January 31, 2006, Board Meeting requested by the Board of Trustees.

WASC Progress Report Visit Findings

We are still awaiting notification from WASC of the Progress Report visit findings. The Final Report is expected in mid January and as soon as we receive it we will post the report on our College website and send out a college wide notification.

BGS/Campus Update

We are moving forward with the closing the BGS Building by Summer 2006. Five trailers will be added to the six original trailers ordered for the lower Campus Village, which will increase classroom availability.

District Budget Workshop

A District Budget Workshop is scheduled for Tuesday, January 31st from 2:00 – 5:00 pm in the Health Science Auditorium and everyone is encouraged to attend.

APPROVAL

PBC Minutes – December 13, 2005

Approved

GKK/MAAS – Educational Master and Facilities Master Plan

The Facilities Priority List has been updated and The President's Office is working on coordinating a college wide meeting for early February.

APPROVAL

SC Equipment Committee

Mission/Outcomes/Assessment outline for the Equipment Committee was reviewed and many positive comments were expressed about the format and content.

Approved

Compressed Calendar – 2007-2008

Task Force report: College Recommendation due March 1 – **No Update**

Planning Proposal by Deans' Cabinet

The Deans recommend that an outside consultant/facilitator be hired to help the college devise a process encompassing the Facilities and Educational Master Plan, a College strategic plan, information from the WASC report and the District Goals and Action Plan. The recommended Task Force would include the President, 2 Vice Presidents, Academic Senate President, Classified Senate President, Associated Student President, and the Consultant/Facilitator. There was general agreement that when all of these individual plans are finalized this would be the time to bring a consultant to the College. This could happen as early as the Summer 2006.

College Budget Update

A budget update was given of current and projected budget issues. There is great concern that the ongoing income is not keeping pace with ongoing expenditures.

The College is currently about 99% head count and 99% WSCH compared with last Spring semester. More current information will be provided at the January 31st Budget Workshop for the Board of Trustees.

National Incident Management System (NIMS)

In December 2005 Harry Parmer completed a two-week train-the-trainer program held in Washington D.C. under a Homeland Security Grant that was awarded to the International Association of Campus Law Enforcement Administrators (IACLEA). Harry was one in the class of 16 Incident Command System (ICS) training instructors that received certification from the training. The Incident Command System and Unified Command Concept is a multi-disciplinary approach to critical incident management that conforms with the National Incident Management System (NIMS), a federal framework for emergency preparedness and response.

Chief Parmer is also coordinating the college's involvement in a county-wide simulation-based exercise that will take place on the morning of May 4, 2006. The exercise will be based on the scenario that involves a distant offshore earthquake that generates a tsunami that threatens coastal Orange County. The College's role in the exercise will be to operate as an Evacuation and/or Reception and Care area, which will require the college to activate our Emergency Operations Center (EOC). The College and District involvement in the exercise will provide valuable hand-on training for key staff and decision-makers.

College Planning: Goals, Action Plans, Progress/ Final Reports

Dr. McCullough gave an overview of the College Planning Goals, Action Plans, and Progress/Final Report new process. Chancellor Mathur will give an overview at the next DMC Meeting on January 25th. The first due date for Division Goals is March 1, 2006.

