

**SADDLEBACK COLLEGE  
PLANNING & BUDGET COUNCIL  
MINUTES  
January 29, 2008**

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

Leadership Forum

The President reviewed the following and opened the meeting for discussion:

- Facilities Update: BGS is on track, SM, Stadium, Sciences Building has been accepted for funding by the state chancellor's office, Village Renovation for Library; Library, TAS, SA, FA Restrooms renovation will begin in late April/early May.
- Veterans Memorial is on track with plans for a groundbreaking sometime in March 2008.
- Lexus Property Proposal is interested in using off site College property for parking. The site is adjacent to the Lexus Dealership and is not being used by the College.
- College Entrances and Quad Makeover plans are underway through the Campus Environment Committee
- Faculty hires for 2008-2009: The total for SC is 22 positions being advertised. There was some concern about the job description brochures not being ready.
- Governor's Proposed 2008-2009 State Budget: Estimated Impact on Saddleback College
- WASC Report due 1<sup>st</sup> week in February
- Tech Prep Committee / Career Tech Fair – Mary William
- Update on meeting with General Combs at the Joint Forces Training Base in Los Alamitos on Friday, January 25th concerning the increase of veterans coming to O.C.

**The regular PBC meeting will follow immediately after the College Leadership Forum.**

**PBC Membership: C.J. Park, Daune Main, John Ozurovich, Tony Lipold, Lise Telson, Rajen Vurdien, Ken Patton, Carol Hilton, Mary Williams, Carmen Dominguez, Miki Mikolajczak, Alannah Rosenberg, Jo Ann Alford, Morgan Barrows, Sophie Miller, Rich McCullough**

**1. PBC Minutes – January 22, 2008**

**ACTION: APPROVED BY PBC**

**2. Classified Hiring Recommendations per SC Strategic Plan 2007-2010**

Classified Hiring recommendations per Strategic Plan were presented, discussed and considered:

**Student Success - Counseling, 1 Sr. Transfer Center Specialist 40 hours;  
Enrollment Management - Math Science & Eng., 2 Sr. Lab Technician  
Biology 30 to 40 hours, Fine Arts, Music 1 Accompanist 30 to 40 hours;**

**Campus Environment – 1 Groundskeeper 40 hours.**

Categorically Funded Positions:

**ATAS, Arch/Drafting/Constr./Electronics/Mfg. 20 to 40 hours;**

**College wide/Fiscal, Accounting Systems Specialist 40 hours**

**ACTION: RECOMMENDED BY PBC AND APPROVED BY THE COLLEGE PRESIDENT**

Classified Hiring Recommendations per SC Strategic Plan 2007-2010 will be brought back to the 2/5/08 PBC meeting for further discussion and consideration of one additional position.

**3. SC Strategic Plan 2007-2010: Year 1 Funding Requests/Allocations 2007-2008**

SC Strategic Plan 2007-2010: Year 1 Funding Requests/Allocations 2007-2008 were presented and discussion took place. **It was recommended to fund Ongoing**

**Institutional Effectiveness Strategies - 3.7 Supplies, 1.1. Presentations, 3.1 Training; Fund One-Time Enrollment Management Strategies - 4.1 Training, 1.2 On-line Survey, 1.4 Marketing and Ongoing Strategies - 4.2 DE Training, Advertising, and Marketing;**

**Fund One-Time Student Success Strategy 7E A & R Remodel and Ongoing Strategies 3B Tutoring, 10B P/T Counseling, 3A Coaches.**

PBC will continue discussion/consideration regarding 8A-F Basic Skills Strategy.

**ACTION: RECOMMENDED BY PBC AND APPROVED BY THE COLLEGE PRESIDENT**

**4. SC Strategic Plan: 2007 – 2010**

- PBC has completed the task of reviewing and recommending to the College President all of the “No Cost” Planning Group’s Strategies in the Strategic Plan: 2007-2010.
- Solidify the process PBC will use to review and recommend to the College President the “Cost or Estimated Budget” Planning Group’s Strategies in the SC Strategic Plan: 2007-2010.
- Begin the task of setting the timeline and reviewing the “Cost or Estimated Budget” Strategies in each of the Planning Group’s portion of the SC Strategic Plan: 2007-2010.
- Reports, minutes, and general information for all four Strategic Planning Groups are posted on the PBC website <http://www.saddleback.edu/gov/pbc/>. Please visit these websites for continuous updated information.