

SADDLEBACK COLLEGE PLANNING & BUDGET COUNCIL (PBC)

Minutes April 3, 2007

College Mission: To provide access to learning opportunities that promotes 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: Neda Duggan, Andrew Love, Matt Suarez, John Ozurovich, Jerilyn Chuman, Kris Leppien-Christensen, Lise Telson, Rajen Vurdien, Ken Patton, Carol Hilton, Mary Williams, Bob Cosgrove, Margot Lovett, Jo Ann Alford, Miki Mikolajczak, Rich McCullough

President's Report

- Facilities Update:
The new Café is on track to open on Monday, April 9th, in the Village.
- District Wide Goals meeting will be held April 18th and any suggested changes to the preliminary list should be sent to the College President by April 13th.
- The College Mission Statement is due to the Board in May.
- A Special Board Meeting on Accreditation will be held April 23rd from 3:00-5:00pm in the HS Auditorium.
- It was suggested that a College Fair after the President's Breakfast be held for Potential Doctoral students. Miki Mikolajczak will coordinate.
- Reviewed current timeline for Saddleback College order of construction projects priorities from 2007 to 2014 (from SC Facilities Master Plan).
- Possible Board SC Forum on May 14th starting at 3:00pm.

Program Review: Wendy Gordon/Jan Duquette - Dance

The Program Review for the Dance Department presentation was made by the Department Chair Jan Duquette reviewing both the programs strengths and challenges. All completed Program Reviews are posted on the Institutional Effectiveness website under "Completed Program Reviews" at the following link:

<http://www.saddleback.edu/gov/senate/ie/>

ACTION

PBC Minutes – March 27, 2007

APPROVED BY PBC

Strategic Planning Process: 2007 – 2010

- The tentative Strategic Directions for 2007-10 were established and forwarded to the four planning groups (Enrollment Management, Campus Environment, Student Success, and Institutional Effectiveness Planning Group) for review and potential revision and brought back to PBC for further discussion. It was requested that each group bring back to PBC their established Strategic Direction and Goals over the next several weeks.
- The proposed template to connect Departmental Program Review documents with Equipment, Technology and Human Resources Committees (as recommended in

WASC Recommendation # 2) was presented by Jerilyn Chuman. Discussion took place and suggestions/revisions were made to the draft Program Review Template. It was suggested that Wendy Gordon, Program Review Chair review the template with suggested changes for input and this item will be brought back to the next PBC meeting

- Enrollment Management, Campus Environment, Student Success, and Institutional Effectiveness Planning Group Chairs gave updates. 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.

ACTION

CCCC Office: 2006-2007 Faculty Development Funds Proposal – Bob Cosgrove

The Faculty Development Budget Plan for 2007-08 developed by the Faculty Development Committee and the Officers of the Saddleback Academic Senate was presented for consideration.

ACTION: RECOMMENDED BY PBC AND APPROVED BY COLLEGE PRESIDENT

Process for Faculty Hiring Prioritizing: Deans' Cabinet/Academic Senate – Margot Lovett

Discussion regarding the Faculty Hiring Prioritization process took place. It was emphasized that Faculty Hiring Prioritization Hiring Committee process needs to be tied into Program Review. This topic will be brought back to the next PBC meeting

ACTION

SC 2007-2008 Mid Year Supply Allocation Mechanism – Carol Hilton

Discussion continued regarding how to address 2007-08 mid-year supply allocation. The Deans' Cabinet was charged to develop an allocation model but deferred to the model prepared by Senior Staff. The proposal is to allocate COLA 4.04 percent to the Division and unit base allocation until midyear when we have our final 2006-2007 FTES count. At mid year, if funds are available the current model will be adjusted to reflect the 2006-2007 FTES count. It was requested that the Deans' Cabinet continue to address the Allocation Mechanism.

ACTION: RECOMMENDED BY PBC AND APPROVED BY COLLEGE PRESIDENT

EOPS Coordinator Position Update

Since a full-time EOPS Director has been mandated by the State, the Faculty Prioritizing Committee voted to approve the request for a 50% EOPS position submitted by CSSP. During later discussion in the Senate (as reported by PBC Senate reps.), concern was expressed by CSSP faculty that they were not consulted as to what would best serve the needs of Student Services before this position was presented to the Faculty Prioritization Committee. It was emphasized that what is needed is a 100% EOPS/CARE Coordinator. A memo was sent to the Hiring Prioritization Committee to vote on this issue. Once the vote is determined this item will be brought back to PBC.