

**SADDLEBACK COLLEGE**  
**PLANNING & BUDGET COUNCIL (PBC)**  
**Minutes**  
**May 1, 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

From 1:30 to 2:30pm the monthly Leadership Forum was held followed by the weekly PBC meeting. The following presentations were made:

- Mental Health Task Force Update – Dr. Tina Freeland gave a report on the progress of the Mental Health Task Force. She also provided a handout summarizing the progress. The other members of the Task Force are: Brenda Frame, Maryam Azary, Ana Maria Cobos, Rebecca Cunningham, and Rich Goodman
- The International Students Video about Saddleback College was presented by Norma Gianni
- The new Saddleback College Website was presented by Jennie McCue. The new Webpage will be up on May 19<sup>th</sup> following graduation.

A Moment of Silence – Professor Emeritus Susan Ruyle (October 3, 1941 – April 15, 2007)

**President's Report**

- The SC Technology, SC Equipment and Scheduled Maintenance Requests was sent to Chancellor for the April 23<sup>rd</sup> Board of Trustees Meeting. The Requests from SC totaled approximately \$22M.
- The Board of Trustees Forum is scheduled on May 14<sup>th</sup> starting at 3:00pm in SSC 212.
- PBC Meetings: May 22 and May 29<sup>th</sup> (Leadership Forum & PBC) will be cancelled.
- The College wide Academic Senate sponsored Accreditation Meeting will be held on Wednesday, May 2<sup>nd</sup> from 1:00 – 2:00pm in SM 313
- Pamela Cox-Otto, "Marketing", May 3<sup>rd</sup> 8:30-12:00 in HS 128
- Graduation Day: May 18<sup>th</sup> at 10:00am.
- Scholarship Ceremony: May 10<sup>th</sup> at 6:00pm in the McKinney Theater
- College Mission Statement is due to the Board in May. There are no recommended changes to date from any of the governance groups.

Program Review Update: Wendy Gordon – none scheduled today - next scheduled report is May 8<sup>th</sup> - Roni Lebauer: ESL

**ACTION**

**PBC Minutes – April 17, 2007**

**APPROVED**

### **Strategic Planning Process: 2007 – 2010**

The draft template to connect Departmental Program Review documents with Equipment, Technology and Human Resources Committees (as recommended in WASC Recommendation #2) shared at the last PBC meeting was filled in with the Applied Psychology information as a sample and distributed and reviewed. Discussion ensued and it was proposed to weave the template into the process and continue using the draft presented.

### **Strategic Directions from the Four Planning Groups for the Interim Strategic Plan 2006-2007**

- Student Success Planning Group Update – Lise Telson gave a presentation of the Student Success Planning Group worksheet developed. Discussion ensued.
- Enrollment Management Update – Rajen Vurdien presented Goals and Strategies 2007-2010 and noted that this document will be monitored yearly. This document will be brought back for further discussion to the next PBC meeting. The Interim Strategic Plan 2006-2007 for Enrollment Management has been completed.
- 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.

### **Process for Faculty Hiring Prioritizing: Academic Senate**

Margot Lovett gave an update that the sub committee of the Faculty Hiring Prioritization Committee which met on Monday, April 23, 2007, and will also meet the following Monday, May 7, 2007 to continue to address the faculty hiring process in regards to State mandated categorical and grant funded faculty positions. She also reported that the committee would like for PBC to endorse the recommendations (below) presented at the March 20, 2007, PBC meeting.

The Academic Senate unanimously supported **Plans A & B** following recommendations forwarded from the Faculty Hiring Prioritization Committee:

- The committee unanimously recommended a process whereby in the event of a vacancy in a faculty position, the funding for that position remains in the Division's budget, and the Division may file paperwork to immediately replace the position. (**Plan A**)
- The committee also unanimously recommended a process whereby in the event of a vacancy in a faculty position, the funding for that position remains in the Division's budget, but if the Division decides that there is greater need for filling another position in the Division, paperwork will be filed to fill the other position. (**Plan "B"**)

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This item will be brought back to the May 8, 2007, PBC meeting for discussion and action.