

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

**May 2, 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, Rebecca Cunningham, 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**

- WASC Progress Report is due October 15, 2006.
- BGS/Campus Update – The Village continues on schedule and expected completion of the buildings is July.
- On May 4<sup>th</sup> a Disaster Preparedness Workshop “Tsunami“ Disaster Simulation will be held for Administrators and Managers by Harry Parmer and Campus Safety Staff.
- A fund raising event is being discussed for the Veterans Memorial for sometime in early June.
- The Saddleback College 2006/07 Membership List is due to the Board of Trustees at the July 24, 2006 Board Meeting. The Board has requested for each membership a mission statement from the membership organization and a list of benefits to the College of the membership.
- The Distance Education Committee Proposal will be discussed at the next PBC meeting.

**ACTION**

PBC Minutes – April 25, 2006

**APPROVED**

**ACTION**

**College Equipment Committee Update – Don Taylor**

Don Taylor, Chair of the College Equipment Committee, distributed and discussed the committee recommendation to allocate \$300K. This budget was previously allocated to the committee by PBC for instructional equipment. The total requests were \$1.2M for instructional equipment and \$558K for non instructional equipment. It is hoped that Basic Aid support will be forthcoming to help address the unfunded requests. The committee also recommended:

- Foods and Nutrition program equipment requirements, as a result of the move to the Village, be funded from that project budget.
- District-wide duplicating contract should be handled by the District, including maintenance costs.

- The committee should not address campus wide facility requests such as re-keying. This should be part of Facilities Planning and Prioritization.

**Consensus by PBC to approve the Equipment Committee recommendation to distribute \$300K for instructional equipment purchases.**

**APPROVED**

### **Program Review for Center for Career/Life Development**

Jerilyn Chuman and her staff gave a presentation on Program Review for Center for Career/Life Development.

### **Saddleback College Mission Statement**

The Saddleback College Mission Statement is due for the May 23, 2006, Board of Trustees meeting. It is still being reviewed by the governance groups and we are awaiting feedback

### **SC Interim Strategic Plan Proposal for 2006-2007**

The Saddleback College Interim Strategic Plan Proposal for 2006-2007 was approved at the 4/25/06 PBC along with the SC Strategic Planning Process Proposal for 2007 -2010. The committees which are being comprised will be meeting prior to the summer break. During In-Service at both the Faculty and Classified Staff President's Breakfasts, an overview of the Strategic Plans will be presented. It was proposed that time slots should be set aside during In-Service for a review of the committees and information to be given. Enrollment Management and Campus Environment will be scheduled at the same time slots during In-Service, as well as, Student Success and Institutional Effectiveness will also be scheduled at a different time. Both of the Plans have been posted on the Academic Senate and PBC web sites.

## **ACTION**

### **SC Policy and Process for New Program Approval**

SC Policy and Process for Program Discontinuance was approved by PBC in Spring 2005. This item was brought back after prior review and study by PBC. An overview of the process was reviewed and discussion ensued. Following discussion, the PBC took action on the Academic Senate Proposal.

**APPROVED**