

# SADDLEBACK COLLEGE PLANNING & BUDGET COUNCIL (PBC)

## Minutes May 15, 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

- Scholarship Ceremony was held Thursday, May 10<sup>th</sup> at 6:00pm in the McKinney Theater. It turned out once again to be a wonderful event that was well attended.
- A Board of Trustees Forum was held at Saddleback College on May 14<sup>th</sup> and was well attended.
- Graduation Ceremony is scheduled for Friday, May 18<sup>th</sup> at 10:00am in the Football Stadium and everyone was encouraged to attend.
- No PBC Meetings will be held May 22 and May 29<sup>th</sup> (PBC & Leadership Forum)
- Facilities Update: BGS, SM, Stadium Update was given.
- WASC Accreditation Mid-Term Report - 2007 Update: Randy Anderson and Mary Williams gave an update.
- The Saddleback College Mission Statement was brought to PBC for review and study on Feb. 27<sup>th</sup>; March 27<sup>th</sup>; April 3<sup>rd</sup>; April 10<sup>th</sup>; April 17<sup>th</sup>; and May 1<sup>st</sup>. There were no recommended changes to the Saddleback College Mission Statement which will be on the May 21<sup>st</sup> Board of Trustees agenda.

**Program Review Update: Wendy Gordon / none scheduled**

**PBC Minutes – May 8, 2007**

**ACTION: APPROVED BY PBC**

### **Faculty Hiring Proposal from the Faculty Hiring Prioritizing Committee and Academic Senate**

- 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"**)

**ACTION: PRESIDENT MCCULLOUGH APPROVED THE ABOVE "PROPOSED FACULTY HIRING PRIORITIZATION PLAN" FORWARDED TO THE COLLEGE PRESIDENT FOR CONSIDERATION BY THE PBC AT THE MAY 8, 2007, PBC MEETING.**

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

- All four “Planning Groups Draft Strategic Plans” will be presented during June to the PBC for discussion and action.
- 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.

### **District Resource Allocation Council (DRAC) Budget Update**

Carol Hilton gave an overview of how the Colleges and District Services are funded and a summary of the income side of District Allocation Models for Fiscal Year 2006-07, as well as, the tentative budget for 2007-08 and reviewed the impact of SB361 to Saddleback College. Carol will continue the budget summary at a future PBC meeting.

### **Use of Robert’s Rules of Order for PBC meetings**

It was proposed that PBC adopt Roberts Rules voting order at the last PBC meeting and was brought back to continue discussion and consideration. The decision was made to continue the consensus mode of agreement but any PBC member may call for a vote when said individual wishes to move the question under discussion.

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

### **Vocational Programs and Program Reviews**

It was proposed to use an abbreviated Program Review for Vocational Programs when a full Program Review is not required. The College would still be meeting Title V State requirements when using an abbreviated Program Review for Vocational Programs. It is proving very difficult to have a full Program Review every two years in all Vocational / Workforce Departments. A full Program Review will occur only when scheduled.

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