

**SADDLEBACK COLLEGE  
PLANNING & BUDGET COUNCIL (PBC)  
MINUTES  
June 21, 2005**

President's Report:

The BGS report that was sent college wide was distributed and reviewed.

Discussion ensued regarding having the old RHORC building as a campus welcome building.

**APPROVAL**

Approval of Minutes – June 7, 2005

**ACTION:** Minutes were approved

**Summer 2005 PBC Activities**

Possible agenda items for the PBC Retreat scheduled for July 12<sup>th</sup> were discussed.

**College Meetings for Educational and Facilities Master Plan**

Kris Kay, GKK and Maas Group gave an overview of the Educational and Facilities Master Plan process.

- Are accumulating quantitative data to do a baseline for fall 2005.
- Will show how Saddleback College and the District can acquire state funding. The first thing to do is look at space inventory. This will help determine what the state will fund. One of the issues will be how do we bring ATEP into the campus calculation for the space inventory.
- We are looking at areas on the campus that will be taken offline. Taking offline certain spaces can help with CAP load ratios. It is important how we can look at space inventory and phase things so that we can ultimately receive more money from the State Chancellor's office. Certain funding for M&O can be received from the State Chancellor's office for a maintenance upgrade.
- Important to look at how facilities upgrades can be phased. There will be a roadmap and global perspective of how to bring facilities up to date over a period of time.
- Put the plan together on the campus needs not on the dollar amount. This plan will be a fresh new plan not a rehash of the old Master Plan.
- Many things have been accomplished from the 2001 plan, such as; the HS Building, Horticulture Center, and Fitness Center have been completed.
- It is very important that rooms are coded accurately and will meet with Deans to determine, such as, all conference rooms will be coded as meeting rooms (conversion space).
- Will be scheduling a walk through with the Deans and John Ozurovich possibly the week of September 12<sup>th</sup> for a 2 to 3 day process. At times GKK/Maas will be meeting with a whole group of people or individuals, as well as, doing a survey. Deans can invite anyone they want.
- Regularly scheduled monthly meetings will be put in place so that there is a two way conversation to ensure that input is implemented in the plan. Sequencing ideas will be brought to PBC. It is a collaborative effort and will be bringing findings forward and the college will need to validate findings.

**APPROVAL**

**Equipment Committee Recommendations – 2005 – 2006**

- Spreadsheet and minutes was distributed by Don Taylor.
- Items costing less than \$200 were deleted since it is considered supplies. If these items were furniture the request has been referred to the Dean's Cabinet.

- Sent out competitive equipment requests and committee received them, reviewed and started dividing monies.
- Reviewed Competitive Equipment Request 2005-2006 and requested approval from PBC.
- **Action:** Approved Competitive Equipment Committees recommendations.