

Saddleback College Governance/Planning Process Narrative

The attached Saddleback College Governance/Planning Process flowchart is designed to summarize the process by which the various governance groups on campus are involved in the overall planning and decision making that is coordinated with the Saddleback College Strategic Plan's four planning groups and their respective committees with the Planning and Budget Council (PBC). <http://www.saddleback.edu/gov/pbc>

The PBC is charged with ensuring that the overall College planning and budget decisions are in accord with the Saddleback College Strategic Plan. The PBC, accordingly, gives direction to the four Strategic Planning Groups which, in turn, make specific recommendations back to PBC. Senate committees report progress and recommendations to the Academic Senate. All other College committees channel their recommendations to any of the four Planning Groups.

<http://www.saddleback.edu/gov/senate/committeelist.html>

The shared governance groups within the PBC (see flowchart) then make recommendations to the College President who occupies an ex-officio position on the PBC. If appropriate, the President has the responsibility to make recommendations to the Chancellor and through the Chancellor to the Board of Trustees.

All of the recommendations will encompass our College mission, goals and values. The College core values: (a) quality education, (b) equity and diversity, (c) innovation and creativity are integral to everything we do at Saddleback College.

The PBC meets weekly, forming agenda items from the respective governance groups as well as items from the four planning groups. The PBC considers all of these agenda items, in light of the Saddleback College Strategic Plan, and makes recommendations to the College President.

The responsibility of the College President is to make final decisions concerning the above mentioned recommendations and, when finalized, communicate such actions to the College community, and when appropriate, the community at large.

On campus communication include weekly PBC minutes posted on the PBC website, a monthly leadership forum for all College administrators and classified managers, monthly college-wide President's chats, general email announcements, a column and link to PBC in the online Gaucho Gazette, and campus-wide meetings for all.

Any faculty, staff or student interested in learning more about the college planning and governance may attend the PBC meetings, the meetings of the four strategic planning groups, and/or meetings of their respective governance groups.