

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

**Minutes  
October 11, 2005**

**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:** Holden Slusher, Chantel Ghafari, Mark Sierakowski, John Ozurovich, Jerilyn Chuman, Lise Telson, Rajen Vurdien, Jim Wright, Carol Hilton, Mary Williams, Claire Cesareo-Silva, Ana Maria Cobos, Rich McCullough

**President's Report**

- A RHORC Building update was given on the Fossil program proposal and a presentation for consideration of a Mindfulness Center. This program would be based on learning stress reduction and how to manage stress. The Center for Mindfulness program would start with nursing students as a pilot program and then open up to the College community.
- The Final WASC Progress Report was sent to the Commission on Monday, October 10, 2005.
- We are in the process of posting a PBC Web Site.
- Campus signage will be discussed at the next meeting.

**APPROVAL**

**PBC Minutes – October 4, 2005**

**Action: Approved**

**WASC Progress Report Visit**

- Dr. Raul Rodriguez & Dr. Jose Ortiz will conduct the WASC Progress Report Visit on Thursday, November 3, 2005.

**New Faculty/Classified Hiring 2006-2007**

- Enrollment Management Committee and Student Services Council recommend that the Faculty hiring policy be similar to the classified staff hiring and that resignations and replacements automatically are filled. There is continued discussion on this topic.

**APPROVAL**

**Enrollment Management Committee Mission Statement and Recommendations**

- PBC endorsed Enrollment Management's Mission Statement
- Enrollment Management Steering Committee recommended the implementation of the following committees to help guide the college. The following four committees/taskforces must be created or activated to study matters pertaining to enrollment management and make appropriate recommendations to the Enrollment Management Steering Committee. EMSC will coordinate the output of these committees and taskforces and submit formal recommendations to PBC.
  1. Scheduling and Facilities Use Committee
  2. Marketing and Recruitment Committee

3. Institutional Effectiveness Committee
4. Persistence, Retention, and Matriculation Committee

**Action: Approved**

**Request from SC ASG**

- ASG requested that PBC consider moving time/date of PBC meetings so that more students can attend. Discussion ensued. Will be brought back for further discussion to be considered for the Spring semester.

**ITC District/College Prioritizes**

- The District will be bringing consultant Ken Pollack on board to discuss with the College ITC issues that need to be addressed. The College would like for the consultant to help with designing a plan to assist the College to address customer service issues that negatively impact service to students.

**Disaster Plan – Campus Evacuation**

- A scenario of a disaster plan will be set for February or March 2006 to conduct a simulation based training. Harry Parmer will coordinate with the administrators and classified leadership.