

SADDLEBACK COLLEGE
Planning and Budget Council (PBC)
Minutes

October 14, 2008

Attendance: Tod Burnett, Connie McClain, Lise Telson, Miki Mikolajczak, Rajen Vurdien, Carol Hilton, Mary Williams, Bob Cosgrove, Jo Ann Alford, Morgan Barrows, Sophie Miller, Don Taylor, Rocky Cifone, Eric Garant, Carmen Dominguez, Michelle Anstadt

1. President's Discussion

- Accreditation Receipt – Follow-Up Report and electronic version from Saddleback College was acknowledged in a letter dated October 7, 2008 from Barbara Beno, President of the Accrediting Commission for Community Colleges.
- Rajen reviewed substantive changes of Accreditation and the new policy that Colleges will now have to pay \$500 per substantive change.
- Leadership Council is scheduled for 10/28 and an ATEP presentation will be given at the 10/28 meeting.
- Sustainability – Morgan Barrows attended the Green CA Community College Summit with other colleagues from the colleges and district. The conference focused on 3 aspects. First, how can a college become sustainable? Suggestion: SC should consider a Sustainability Task Force. Second, what degrees and certificates can the college offer in sustainability? Suggestion: The environmental studies department already has the classes to create a sustainability certification so now just need to create it. Third, what role can the College play in training the workforce for these green jobs? Suggestion: The environmental studies department is looking at establishing a “green technology” certificate that will focus on workforce training.

2. Approval of Minutes – October 7, 2008

ACTION: APPROVED BY PBC

3. Foundation Gala (Michelle)

Reviewed the 40th Anniversary Gala which will be held Saturday, November 1, 2008 at the Mission Viejo country Club. The theme of this year's gala is “Welcome Aboard SS Saddleback's On-land Cruise Experience” and will include silent auction, dinner, gaming and lounge acts. The 2008 alumni Honoree of the year is Clark Jarrett who is a filmmaker, actor of stage, screen and television, as well as historian and writer.

4. Technology Expenditure Plan (Erik Garant)

Erik reviewed the Saddleback College Technology hardware/software plan needs requests. The Committee would like to table the 2008 laptop computer requests until next year and will be working on a plan to present for 2009. Many issues need to be addressed concerning laptop computers such as; laptops break easier, are higher

maintenance, many issues with licensing of laptop security, laptop computers pick up more viruses, and confidential records are vulnerable when laptop computers are lost or stolen. Also, as part of the 2009 Laptop Plan, each department with a laptop request will be assessed as to whether a laptop computer is needed in their instructional area of request. It was noted by the Institutional Effectiveness Committee that all completed program reviews requests should be considered at a higher priority level.

ACTION: RECOMMENDED BY PBC TO PRESIDENT BURNETT

5. Transfer Update (Miki Mikolajczak)

A request was made to get the word to students that due to the economy the CSU and UC's will limit the Fall filing period. We are surrounded by universities that are impacted and our students need to ensure that they get their applications in early and do not miss deadlines. Miki reviewed Transfer Day, Wednesday, October, 22nd; Fall 2008 CSU and UC Rep Visits; Campus Tours; Teacher Preparation Pipeline (TPP) Grant. It was noted that on Wednesday, October 22nd is the only time that San Diego State, USC, and Berkley come to Saddleback College so it is especially important that students attend Transfer Day. It was also requested that Administrators please support your alumni by wearing clothing representing your university.

6. Communication Arts and Presentation of Three Resolutions by Academic Senate (Bob Cosgrove)

At the October 1, 2008, Academic Senate meeting, members presented and unanimously approved 3 resolutions unanimously.

- Resolution #1: Purview of the faculty. The content and mode of delivery of all courses is the purview of the faculty and the Academic Senate.
- Resolution #2: Presentation to the board of Trustees of a letter and analysis by Communication Arts by Charles Meyers.
- Resolution #3: Decision making process for relocating programs, departments or divisions from Saddleback College be transparent and include all full-time and part-time faculty, classified staff, students, division deans and all College governance groups.

7. Scheduled Maintenance Update (Carol Hilton)

Reviewed the Saddleback College Maintenance Plan priority project list status and reviewed descriptions of upcoming projects that are scheduled and will be paid through basic aid money that was allocated for campus appearance.

8. Director of Nursing (Bob Cosgrove)

Announced that the Director of Nursing Acting position has been resolved for immediate resolution.

Mission

“To provide access to learning opportunities that promotes student success; to foster intellectual growth, individual expression; and to support a dynamic and diverse environment of innovation and collegiality.”