

**SADDLEBACK COLLEGE
PLANNING & BUDGET COUNCIL
MINUTES
August 21, 2007**

College Mission: To provide access to learning opportunities that promote student success; to foster intellectual growth, individual expression, and to support a dynamic and diverse environment of innovation and collegiality.

PBC Membership: Neda Duggan, Melissa Cornelius, Daune Main, John Ozurovich, Tony Lipold, Lise Telson, Rajen Vurdien, Ken Patton, Carol Hilton, Mary Williams, Carmen Dominguez, Alannah Rosenberg, Jo Ann Alford, Sophie Miller, Rich McCullough

President's Report

- A facilities update was given on the: BGS Building, SM Building, Stadium Update, Sciences Building, Library Building, Veterans Memorial, FA Restroom Building, TAS Building.
- A Board Workshop at Saddleback College will be held September 24th from 3:30 -4:30 pm in SSC 212 (Prior to the Board Meeting).
- September 11, 2007 (Tuesday) - Location, Duration and Preparation for Ceremony
- ATEP Q & A is scheduled for Tuesday, September 18th from 8:00am-9:00am (note change in time) & Wednesday, September 19th from 3:00-4:00pm in SSC 212.
- Chancellor Open College Meetings to be scheduled in October.
- Fall 2007 Semester Opening / Enrollment Update was given.
- Spring 2008 SC ATEP schedule – 50 potential classes – high tech plus general education.
- Fall 2007 In- Service Activities were reviewed.

Program Review Update: Wendy Gordon / none scheduled

PBC Minutes – August 7, 2007

ACTION: APPROVED BY PBC

Mid-Term Accreditation Report Draft – Randy Anderson & Mary Williams

The current (08/20/07) Draft was submitted for the Board of Trustees August 27, 2007 meeting. A final Draft will be submitted for the Board of Trustees September 24, 2007 meeting (only minor changes after the September meeting). The Focused Mid-Term Report is due to WASC by October 15, 2007. It was requested that the PBC members review the August 20th Mid-Term Accreditation Report Draft and be prepared to give input at the September 4, 2007 PBC meeting.

Safety and Security at Saddleback College

Emergency Phones will be installed on campus during the Fall 2007 semester. Two additional Police Officers were hired during the last academic year and one Police Officer replacement position was hired over the summer 2007. The Burbee Informacast phone system is now campus wide and working. A District Safety and Security Camera meeting is scheduled for Friday, August 31st at 10:45a.m. in the HS Conference Room.

A District recommendation is scheduled to go forward to the Board of Trustees at the October Board meeting.

Saddleback College Strategic Plan: 2007 – 2010

Discussion took place on what the process will be to bring forth funding requests to PBC and how should the PBC Web site identify the Strategic Plan 2007-2010. These items will be brought back for further discussion. It was also suggested that a Strategic Plan 2007-2010 document folder be prepared for each PBC member as a working document for future meetings. Sophie Miller will spearhead that effort and have individual document folders ready prior to the August 28th PBC meeting.

- 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.