

**SADDLEBACK COLLEGE
PLANNING & BUDGET COUNCIL (PBC)
& LEADERSHIP FORUM
MINUTES
JULY 31, 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, Kris Leppien-Christensen, Lise Telson, Rajen Vurdien, Ken Patton, Carol Hilton, Mary Williams, Carmen Dominguez, Alannah Rosenberg, Jo Ann Alford, Alannah Rosenberg, Rich McCullough

Leadership Forum

- A facilities update was given on: BGS Building, SM Building, Stadium Update, Sciences Building, Library Building, Veterans Memorial, PE Roofs, TAS Building
- ATEP Q & A is scheduled for Tuesday, September 18th from 8:30-9:30am & Wednesday, September 19th from 3:00-4:00pm in SSC 212.
- 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)
- A Board of Trustees Meeting Video Streaming Demonstration was presented.
- SC Safety and Security System: It was suggested to put a committee together to consider and bring forward recommendations.
- September 11, 2007 (Tuesday) - Preparation for Ceremony was reviewed.
- A Fall enrollment handout was distributed and reviewed.
- Fall 2007 In-Service Activities will include A “Welcome Back Social Continental Breakfast” added this year to the schedule on Monday, August 13th from 8:00-9:30am in SSC 212.

The Forum was opened to questions and answer period, as well as, discussion.

The regular PBC meeting followed immediately after the PBC Leadership Forum.

Program Review Update: Wendy Gordon / none scheduled

PBC Minutes – July 24, 2007

ACTION: APPROVED BY PBC

Draft of 2007 Mid-Term Accreditation Report – Randy Anderson & Mary Williams

- Due to Board of Trustees for August 27th meeting and the September 24th meeting.
- Due to WASC Commission by October 15th

Classified Hiring Proposal from PBC July 19th Workshop Retreat

A handout was distributed and presentation given of the “Saddleback College Classified New Hiring Process” for new classified positions, which includes positions requesting an increase in hours or months. After discussion and recommendations the new process was accepted with recommended changes to the format and will be distributed to Divisions to begin the process.

Strategic Plan: 2007 – 2010

- 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.

Student Success Planning Group (Student Success Goal:7G) Request – A&R Remodel

A handout was distributed and a presentation was given of the Admissions and Records' Lobby and Student Services Lobby remodel request. The request includes four permanent computers and computer stations to be installed in the Student Service Center Lobby for anytime use by student and 10 computers and stations to be installed in the Lobby of Admission and Records for student use with staff assistance as needed. This item will be brought back for consideration when all final estimates have been determined.

This request is initially from the Student Services Planning Group as part of the Strategic Plan 2007-2010.