

# SADDLEBACK COLLEGE PLANNING & BUDGET COUNCIL (PBC)

## Minutes May 8, 2007

College Mission: To provide access to learning opportunities that promotes 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: Neda Duggan, Andrew Love, Matt Suarez, John Ozurovich, Jerilyn Chuman, Kris Leppien-Christensen, Lise Telson, Rajen Vurdien, Ken Patton, Carol Hilton, Mary Williams, Bob Cosgrove, Margot Lovett, Jo Ann Alford, Miki Mikolajczak, Rich McCullough

### President's Report

- Scholarship Ceremony will be held Thursday, May 10<sup>th</sup> at 6:00pm in the McKinney Theater. Everyone was encouraged to attend this wonderful event.
- A Board of Trustees Forum is scheduled at Saddleback College on May 14<sup>th</sup> from 3:00 – 4:00pm in SSC 212.
- Graduation Ceremony is scheduled for Friday, May 18<sup>th</sup> at 10:00am in the Football Stadium.
- No PBC Meetings: May 22 and May 29<sup>th</sup> (PBC & Leadership Forum)
- Facilities Update: BGS, SM, Stadium Update - this item is being reviewed to see how the cost can be reduced, Sciences Building and Library
- WASC Accreditation Mid-Term Report - 2007 Update: Randy Anderson and Mary Williams gave a report on the College wide Accreditation Workshop held May 2, 2007.
- The Saddleback College Mission Statement was brought to PBC for review and study on Feb. 27<sup>th</sup>; March 27<sup>th</sup>; April 3<sup>rd</sup>; April 10<sup>th</sup>; April 17<sup>th</sup>; and May 1<sup>st</sup>. There were no recommended changes to the Saddleback College Mission Statement which will be on the May 21<sup>st</sup> Board agenda.

### Program Review Update: Wendy Gordon/ Roni Lebauer: ESL

The Program Review for ESL was made by Roni Lebauer reviewing both the programs strengths and challenges. All completed Program Reviews are posted on the Institutional Effectiveness website under "Completed Program Reviews" at the following link:

<http://www.saddleback.edu/gov/senate/ie/>

### ACTION

PBC Minutes – May 1, 2007

**ACTION: APPROVED**

### ACTION

#### **Faculty Hiring Proposal from the Faculty Hiring Prioritizing Committee and Academic Senate**

The Academic Senate unanimously supported **Plans A & B** following recommendations forwarded from the Faculty Hiring Prioritization Committee:

- The committee unanimously recommended a process whereby in the event of a vacancy in a faculty position, the funding for that position remains in the Division's budget, and the Division may file paperwork to immediately replace the position. ("**Plan A**")

- The committee also unanimously recommended a process whereby in the event of a vacancy in a faculty position, the funding for that position remains in the Division's budget, but if the Division decides that there is greater need for filling another position in the Division, paperwork will be filed to fill the other position. **(Plan "B")**

Discussion ensued and several issues were mentioned regarding how this plan would affect the general fund budget. Concern was expressed about how this plan would work with any significant drop in FTES or if a faculty retirement incentive plan were approved. Assurances were expressed that this plan was a recommendation plan to the College President.

**ACTION: RECOMMENDED BY PBC AND FORWARDED TO THE COLLEGE PRESIDENT FOR CONSIDERATION**

Margot Lovett gave an update that the sub committee of the Faculty Hiring Prioritization Committee met on Monday, May 7, 2007, and recommendations were made in regards to State mandated, categorical and grant funded faculty positions. The subcommittee will continue discussion and consideration of recommendations. The subcommittee will forward recommendations to the Faculty Hiring Prioritizations Committee in Fall 2007.

**Strategic Planning Process: 2007 – 2010**

- Rajen reviewed the Enrollment Management Strategic Plan. Discussion ensued and suggestions, recommendations and changes were made. All four Planning Groups draft strategic plans will be presented during June to the PBC for discussion and action.
- 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.

**Roberts Rules of Order**

It was suggested that PBC adopt Roberts Rules voting order. Discussion ensued and this item will be taken under consideration and advisement and be brought back to PBC.