

**SADDLEBACK COLLEGE  
PLANNING & BUDGET COUNCIL  
MINUTES  
November 13, 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: C.J. Park, 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, Morgan Barrows, Sophie Miller, Rich McCullough**

**President's Report**

- Facilities Update: BGS, SM Building, Stadium, Sciences Building, Library Move & Renovation, TAS Building, Veterans Memorial, FA Restroom Building, and Gym floor
- Review of 11/13/07 Board Meeting and Faculty Hiring.
- Faculty hires for 2008-2009: 22 replacement and new positions requests have been submitted to the Board of Trustees for the November 13, 2007, Board Meeting, as well as, 30 non-prioritized new faculty hiring list for a total of 30 potential hires.
- The change of name from Division of P.E. & Athletics to Division of P.E., Kinesiology & Athletics (Note: 77 courses in SC Catalog are listed as Kinesiology).
- 50% Law Update
- State Budget Update
- WASC Accreditation Visit is scheduled for Thursday November 29th. Dr. Raul Rodriquez & Dr. Fredrick Trapp will be the visiting Team members.
- SC Institutional Effectiveness Report was distributed for review and study.
- New Classified Positions Requests: Sent to four Planning Groups for prioritizing on Friday, November 9th to return to PBC by March 25, 2008.

**Program Review: Speech – Bob Bornemann**

The Program Review for the Speech Department was made by Bob Bornemann reviewing both the programs strengths and challenges. Some the needs that were stressed were the need to reduce the enrollment cap for Speech 1 & 5 to twenty-five from 30, as well as, hire two full time faculty and improved facilities.

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/>

**PBC Minutes – November 6, 2007**

**ACTION: APPROVED BY PBC**

**Saddleback College Strategic Plan: 2007 – 2010**

- PBC continued the process of discussion and action regarding the SC Strategic Plan – 2007-2010 Prioritized Requests from Campus Environment (CE). The following items requiring No Cost were reviewed and considered:
  - ❖ Prioritize Scheduled Maintenance Projects (CE Page 3)
  - ❖ Develop Standard Operating Procedures for Facilities Projects (CE Page 1)
  - ❖ Perform needs assessment for Campus Signage (CE Page 4)

- ❖ Develop Signage Standards (CE Page 4)
- ❖ Develop Classroom Standards (CE Page 1)

**ACTION: RECOMMENDED BY PBC AND APPROVED BY THE COLLEGE PRESIDENT**

PBC will continue the process of discussion and action regarding the SC Strategic Plan – 2007-2010 Prioritized Requests from Enrollment Management (submitted to PBC on Oct 8<sup>th</sup>), Campus Environment (submitted to PBC on Oct 16<sup>th</sup>), Student Success (submitted to PBC on Oct 23<sup>rd</sup>) and Institutional Effectiveness (submitted to PBC on Nov. 6<sup>th</sup>)

- 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.

Prior to ending the PBC Meeting the Planning and Budget Council took a tour of the renovated BGS Building.