

**SADDLEBACK COLLEGE  
PLANNING & BUDGET COUNCIL  
MINUTES  
December 4, 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**

**1. President's Report**

- A Facilities Update: BGS, SM Building, Stadium, Sciences Building, Library Move & Renovation, TAS Building, Veterans Memorial, and Gym floor. FA Restroom Building construction will begin May 23, 2008 and last approximately 1 year.
- The Board approved all of the faculty positions submitted at the November 13<sup>th</sup> Board meeting from the Board Agenda Item A1 list of 22 positions and the Board Agenda Item A2 list of 32 non-prioritized positions. The SC Prioritization Committee will meet to prioritize the remaining 32 faculty positions for possible inclusion in the recruitment for 2008-2009 academic year.
- WASC Accreditation Visit – Thursday Nov. 29<sup>th</sup>: Dr. Rodriguez & Dr. Trapp Update: the exit interview was very positive

**2. Program Review Update: Psychology – Allison Camelot & Sociology – Dr. Amira Rezee**

The Program Review for the Psychology Department was made by Allison Camelot reviewing both the programs strengths and challenges. Some of the strengths of the program are that the program has increased in a variety of course offerings, the faculty has increased their use of computer technology and best practices in teaching, and student retention rates for Sociology classes average 91%. Some of the challenges and needs stressed are lack of full time faculty, greater need for IT support, training, and technological programs, and mini studios.

The Program Review for the Psychology Department was made by Amira Rezee, Chair of Psychology, reviewing both the programs strengths and challenges. Some of the strengths emphasized are offers a wide array of up to date transferable course offerings, large offering of distance education and hybrid courses institutions and has more than doubled its distance education enrollment. Some of the challenges and needs stressed were designated laboratory and classroom space, lack of funding to send students to research conferences, lack of full-time faculty and faculty offices.

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/>

**3. PBC Minutes – November 27, 2007**

**ACTION: APPROVED BY PBC**

**4. Prioritized new or changed Classified Positions from each of the four Planning groups:**

- Campus Environment
- Enrollment Management
- Student Success
- Institutional Effectiveness
- Prioritized lists to PBC for discussion on December 11<sup>th</sup>
- Recommendation from PBC to College President on January 22<sup>nd</sup>

This item will be brought back to the January 22, 2008 for discussion and consideration.

**5. Conference Funding for Deans and Classified Managers**

- Discussion took place regarding a process needed for conference funding for Deans and Classified Managers due to no State funding available for 2007-2008.
- Due to no State funding being provided for conference attendance the President will fund \$1,500 for each Dean for requested conference attendance. The President has requested a process to address the Classified Leadership conference attendance requests. A recommendation was made that the Classified Leadership go directly to the President with their request not to exceed \$1,500.
- This item should be brought back and revisited for consideration for fiscal year 2008-09.

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

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

- Review the “Cost or Estimated Budget” Planning Group’s Strategies in the SC Strategic Plan: 2007-2010. It was suggested to link the strategies from all four groups so that there is coordination between all four groups. Alannah Rosenberg volunteered to create a spreadsheet showing the Cost or Estimated Budget for all four Planning Groups.
    - Beginning the task of setting a timeline and reviewing the “Cost or Estimated Budget” Strategies in each of the Planning Group’s portion
- Solidifying the process PBC will use to review and recommend to the of the SC Strategic Plan: 2007-2010.

**This item will be brought back for further discussion at the January 22, 2008 meeting.**

- 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.