



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

Minutes

Wednesday, February 26, 2020 - 3:30pm-4:30pm

Present

Yuri Betancourt, Michael DeCarbo, Dr. Marilyn Flores, Cristina Morones, Enrique Perez (via phone), Nga Pham, Mark Smith, and Sarah Santoyo, Kristen Robinson.

Absent

Melissa Govea, Aidan Kato, Dr. Jeffrey Lamb, Roy Shahbazian, Harley Villanueva, and Aaron Voelcker

Mr. DeCarbo called the meeting to order at 3:34pm.

I. WELCOME

Mr. DeCarbo provided welcoming remarks.

II. MINUTES FOR REVIEW AND APPROVAL – January 22, 2020

No corrections were made.

It was moved by Mr. Smith, seconded by Ms. Morones to approve the January 22, 2020 minutes.

III. REPORT FROM DISTRICT COUNCIL – January 27, 2020

Mr. DeCarbo provided a brief report on the January 27 meeting.

IV. CURRENT PLANNING ACTIVITIES

a. Update of Planning Design Manual

Mr. DeCarbo reported that updates are on the agenda for Monday's District Council meeting. Follow-up from that meeting will be reported on at the March 25 POE meeting.

V. DATA INTEGRITY SPECIALIST POSITION

A handout was provided of the draft position description. Mr. Perez reported that in looking at the Planning Design Manual, POE is to discuss, will go to District Council, then will have resource allocation conversation. Colleges are not being funded at the levels they should be due to discrepancies in data. After a yearlong process with the Data Integrity Committee, in December 2019, this position was in the top 20 Recommendations, a position needed at district level. POE is still in efforts to align with FRC. There is support but funding was the question; discussion at Chancellor's Cabinet was that it needs to be in tentative budget for further discussion. This position is aligned with our college planning, would be housed in Educational Services and will move the needle forward in accurate data that will affect funding back to the colleges. Not cleaning data now will hurt outcomes coming out in future years.

POE COMMITTEE MEMBERS:

Yuri Betancourt • Michael DeCarbo • Dr. Marilyn Flores • Melissa Govea • Aidan Kato • Dr. Jeffrey Lamb • Cristina Morones • Enrique Perez
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Ms. Robinson provided information on the Launchboard training held on Sept 28, 2018 and noted it was reported that our district is not reporting certificates of proficiency into MIS for both colleges; lost \$800,000 in 2018 due to MIS Data not being reported.

Dr. Flores reported seeing that systems are not aligned, data not matching with Chancellor's office; may be a technological aspect; question on if there is already a person that handles these issues. It was clarified that no, not a dedicate person like this position.

Mr. Perez is asking POE to approve the draft description and move it forward to tentative budget for further discussion. A full description with a budget/analysis from FRC.

It was moved by Mr. DeCarbo, seconded by Ms. Betancourt to move this position forward to District Council to add to the tentative budget.

Dr. Flores reported that SCC has two groups: Data Governance Group and ITS Workgroup looking at all these processes; started seeing that the two groups were having parallel discussions. Seeing errors being made at multiple levels of data entry.

Mr. Perez reported that this position would get us in better position to capture data, is not jumping any process, will be in place to budget for next year, tentatively having in someone before January 2021 and ensured that both presidents were supportive of it before moving forward. This is a draft job description; can still have other duties included

A motion was made to amend the prior resolution.

Motion to move this position forward to District Council with an option to remove it prior to the adopted budget; one abstention from Dr. Flores.

VI. FOLLOW-UP & UPDATE ON IEPI PLAN

a. FRC Follow-Up

Mr. DeCarbo reported that **homework** from last meeting was to look at section B, Enrollment Management on the IEPI, as reported in the minutes. **Ms. Duenez** will forward POE most current IEPI. Part A is on the agenda for next District Council.

Those that attend District Council will report back to POE on this at the March meeting.

VII. GRANT DEVELOPMENT SCHEDULE

Ms. Santoyo provided a review of the Grant Schedule.

VIII. GUIDED PATHWAYS

- a. Santiago Canyon College
- b. Santa Ana College

IX. PLANNING AT THE COLLEGES

- a. Santiago Canyon College
- b. Santa Ana College

X. OTHER

Next meeting is scheduled for Wednesday, March 25, 2020.

Mr. DeCarbo adjourned the meeting at 4:34pm.

Approved: April 22, 2020