



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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

Minutes

Wednesday, October 28, 2020 via zoom

Mr. Perez provided welcoming remarks at 3:33pm.

Present: Enrique Perez, Yuri Betancourt, Dr. Vaniethia Hubbard, Dr. James Kennedy, Dr. Jeffrey Lamb, Cristina Morones, Samantha Pierce, Nga Pham, Craig Rutan, Kristen Robinson, Sarah Santoyo, Roy Shahbazian, Mark Smith, Martin Stringer, Michael Taylor, and Aaron Voelcker

Guest: Janice Love

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *MINUTES FOR REVIEW AND APPROVAL – September 30, 2020

No corrections were made.

It was moved by Mr. Stringer, seconded by Ms. Pham to approve the September 30, 2020 minutes.

III. CURRENT PLANNING ACTIVITIES

a. District Enrollment Management Workgroup

Mr. Perez provided updates; next meeting scheduled for November 13; data being collected; update will be provided by Dr. Hubbard of calls to students who enrolled, working with Cambridge West to cost out schedules, right sizing; in data gathering phase, will be meeting with FARSCCD and CSEA.

Mr. Perez will provide an update at next meeting.

Ms. Pham shared update to a text survey sent to students related to F2F classes; looking at quantitative data.

b. *Progress of 2019-22 Strategic Plan - Review of Goal 5 & Strategic Objectives

Ms. Pham provided overview of Goal 5. a. b. c; committee responsibility from last meeting was to read over and report on progress being made. An update on progress with objectives will be given to Board in January.

Ms. Love will provide Ms. Pham with updated language to 5.b. first two paragraphs.

It suggested noting where improvements and refinements were made to the objective as a narrative.

Ms. Pham will follow-up on the narrative. Discussion ensued on the Data Integrity Specialist position; used as an example of identifying the need for a position, going through the process and not moving forward due to funding restrictions related to COVID impacts.

Ms. Pham will share the Planning Design Manual link to Mr. Shahbazian.

Ms. Robinson and Dr. Lamb joined the meeting at this time.

Ms. Pham will circle back to colleges on any further feedback.

IV. PLANNING AT THE COLLEGES

a. Santiago Canyon College

i. Update on Accreditation

POE COMMITTEE MEMBERS:

Yuri Betancourt • Dr. Vaniethia Hubbard • Dr. Jeffrey Lamb • Cristina Morones • Enrique Perez • Nga Pham • Samantha Pierce • Syed Rizvi • Kristen Robinson • Sarah Santoyo • Roy Shahbazian • Mark Smith • Martin Stringer • Michael Taylor • Aaron Voelcker

Mr. Voelcker provided updates; Oct. 16 training from Dr. Webb from ACCT, leadership team met, determined next steps, completion of draft by December 11th.

b. Santa Ana College

i. Update on Accreditation

Dr. Lamb provided updates; training combined with writing retreat, good advice received. Faculty assisting in editing process, Standard 2 led by Dr. Hubbard is exceling, finalizing of evidence with December deadline similar to SAC; graphics being worked on, good collaboration between colleges, spring will be vetting time to be ready for August 3, 2021 deadline.

V. FOLLOW-UP ON IEPI PLAN

a. *IEPI Grant Progress - Review & Discussion of Focus Areas B2, B3 and C4

Ms. Pham provided follow-up; budget balance to acquire predictive analytics software was reported. Dr. Lamb reported on investment made on purchase of Starfish; predictive analytics will be more with Starfish than AdAstra,

Dr. Lamb will meet with Dr. Hubbard, Mr. Rizvi and Mr. Stringer to discuss software needs and best use of funds; will report back language revision suggested for B.2 Resources page.

Ms. Duenez will send Dr. Lamb pg. 5 Resources page of the IEPI as a separate file.

Ms. Duenez will place Predictive Analytics B2 & B3 on the November 13th Districtwide Enrollment Management meeting agenda scheduled for November 13.

Ms. Santoyo and Ms. Pham will follow-up with amendment request to language on Resources page B.2 if needed.

VI. *GRANT DEVELOPMENT SCHEDULE

Ms. Santoyo provided a brief overview.

VII. *GUIDED PATHWAYS

a. *Santa Ana College

b. *Santiago Canyon College

Due to time constraints, updates will be provided at the following meeting with Districtwide Guided Pathways Subcommittee meeting.

VIII. OTHER

Next meeting scheduled for Wednesday, November 25, 2020.

bold indicates standing items

** indicates attachment provided*

Mr. Perez called the meeting adjourned at 3:33pm

Approved: November 18, 2020