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Santa Ana College • Santiago Canyon College

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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

A G E N D A

Wednesday, July 28, 2021 3:30pm-5:00pm

<https://cccconfer.zoom.us/j/91600133057> or dial 1 669-900-6833 / 91600133057#

- I. WELCOME**
- II. *APPROVAL OF MINUTES – Action**
 - a. June 23, 2021 meeting
- III. DISTRICT COUNCIL UPDATE – Information**
 - a. July 19, 2021
- IV. DISTRICTWIDE PLANNING FOR FALL – Discussion / Action**
 - a. Districtwide Planning Process Survey
 - b. Planning for 2023-2033 Comprehensive Master Plan – Timeline (draft)
 - c. Strategic Plan Objectives -Schedule of Data Availability (draft)
- V. PLANNING AT THE COLLEGES - Information**
 - a. Santiago Canyon College
 - i. Planning Update on Accreditation
 - ii. Enrollment Update – Fall F2F and Online Courses
 - b. Santa Ana College
 - i. Planning Update on Accreditation
 - ii. Enrollment Update – Fall F2F and Online Courses
- VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information**
 - a. Update from July 15, 2021 Meeting
- VII. *GRANT DEVELOPMENT SCHEDULE - Information**
- VIII. GUIDED PATHWAYS - Information**
 - a. Santa Ana College
 - b. Santiago Canyon College
- IX. OTHER**

*NEXT MEETING: **Wednesday, August 25, 2021***

**attachment provided*

POE COMMITTEE MEMBERS:

Yuri Betancourt • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Cristina Morones • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sarah Santoyo • Mark Smith • Martin Stringer • Michael Taylor • Jose F. Vargas • Aaron Voelcker

RSCCD Mission Statement

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

2013 – 2023 RSCCD Goals

RSCCD Goal 1

RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.

RSCCD Goal 2

RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions, public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.

RSCCD Goal 3

RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.

RSCCD Goal 4

RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.

RSCCD Goal 5

RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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draft Minutes

Wednesday, June 23, 2021 3:30pm-5:00pm – via zoom

Present: Yuri Betancourt • Dr. Jeffrey Lamb • Dr. James Kennedy • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sarah Santoyo • Roy Shahbazian • Mark Smith • Martin Stringer • Michael Taylor • Aaron Voelcker

Mr. Perez called the meeting to order at 3:37pm.

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *APPROVAL OF MINUTES – Action

a. May 26, 2021 meeting

It was moved by Ms. Pham; seconded by Mr. Voelcker to approve the May 26, 2021 minutes. One abstention from Mr. Rutan. With no corrections and none opposed, the motion passed.

III. DISTRICT COUNCIL UPDATE – Information

a. June 7, 2021

Mr. Rutan reported on the approval of the tentative budget and approval of reorgs.

IV. DISTRICTWIDE PLANNING FOR FALL – Information/Discussion

a. Review of RSCGD Mission Statement

- Ms. Pham reported on the review process for the District's Mission Statement; a review is done every two years; Mission Statement is formally being brought to POE then will go to District Council (DC) in fall, then to Board for approval.
- Some are anticipating the Board may revise the Mission Statement to be more explicit and specific in what we are doing and what our intentions are.
- **Mr. Perez** will connect with Chancellor on this.
- It was suggested to consider adjusting the timeline to review the Mission Statement from every 2 years to every 3 years so as better align with the cycles of the strategic plan and prevent changing the mission statement midway through the strategic plan.

b. Plans for Review of Year 2 Progress towards 2019-2022 RSCGD Strategic Plan

- Ms. Pham reported on coming to end of yr. 2 of Strategic Plan and shared screen of plan.
- Mr. Perez suggested improvement to timeline of reviewing data related to outcomes to objectives/goals; goal is to use the Strategic Plan as a true progress report.
- Discussion ensued on quickest data we can get for a true progress report on the metrics; each objectives are specific even if goal is broad.
- It was suggested to have standing items each month to have a true progress report. Example: by February, what kind of data do we have from the fall? Committee expressed positive remarks.
- Ms. Pham share link to the file uploaded in chat:
<https://rscgd.edu/Departments/Research/Pages/District-Planning.aspx>
- and link to current strategic plan

POE COMMITTEE MEMBERS:

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- https://rscsd.edu/Departments/Research/Documents/RSCCD_StrategicPlan_V5.pdf

Ms. Robinson joined the meeting at this time.

- Mr. Perez reiterated the goal is to develop a more detailed schedule and work with colleges on when data is expected and work with ITS if needed.
- It was suggested to identify a data steward and base timeline on order in which data is available.
- Ms. Pham and Mr. Voelcker will meet to develop a schedule using the objectives.
- Mr. Perez will then meet with Mr. Pham and Mr. Voelcker to discuss schedule.
- The schedule will be brought back at next POE meeting.

c. Planning for 2023-2033 Comprehensive Master Plan

- Ms. Pham shared screen of draft 'Timeline for Completion of 2023-2033 RSCCD Comprehensive Master Plan'; goals made based on data; asked feedback from committee.
- It was suggested a consultant be hired to redo the 10yr Comp Master Plan; bringing in a resource to assist would be helpful as this is a huge undertaking.
- Mr. Perez and Ms. Pham will continue to work on timeline.
- Mr. Perez will move forward with suggestion of a consultant.

V. PLANNING AT THE COLLEGES - Information

a. Santiago Canyon College

i. Planning Update on Accreditation

- Mr. Voelcker reported on the executive summary, due dates and being ready for July.
- Mr. Perez will confirm with Trustee Arias-Miller is there is an expectation of a presentation to the Board.

ii. Enrollment Update

- Mr. Stringer reported on enrollment for summer and fall, advertising and marketing; filming commercials with Spectrum to be aired during Olympic Games and heavily focusing on advertising on social medial platforms; TikTok, Facebook, Google ads, Instagram and Spotify.
- Other outreach/marketing efforts being made: focusing on two online degree pathways; Computer Science and Business Administration; approaching and/or visiting area K-12 schools for dual enrollment.
- Discussion ensued on fall enrollment; Ms. Robinson reported large interest in remote live and online courses for legal studies; Mr. Perez is working with Public Affairs on reminding students all measures being made to keep students safe.
- Colleges will provide Fall F2F and online enrollment data at next meeting.

b. Santa Ana College

i. Planning Update on Accreditation

Dr. Lamb provided updates to accreditation; a 'delineation of function within the work to be done at the colleges' document was created; Senate approved it.

ii. Enrollment Update

- Dr. Lamb reported on the spring term ending positively, summer up from last year; shared screen of Fall 2020 Community College Headcount; reported on reorganizing staff to better support Distance Ed, Dual Enrollment and Career Education & Workforce Education programs.
- Dr. Kennedy provided update on positive noncredit enrollment and anticipates meeting targets for summer; fall ESL classes will be online and hybrid but still emphasizing F2F.

Ms. Robinson left the meeting at this time.

VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information

a. June 17, 2021 Meeting: Follow-up on Accreditation and SCC Apprenticeship

Ms. Pham reported that is informational.

b. July 15, 2021 Meeting: Guided Pathways

Ms. Pham provided this as informational.

VII. *GRANT DEVELOPMENT SCHEDULE – Information

Ms. Santoyo reported on schedule; a question was answered.

VIII. GUIDED PATHWAYS - Information

- a. Santa Ana College
 - b. Santiago Canyon College
- Due time limits, update will be provided at next meeting.

IX. OTHER

- a. *2021-2022 Draft Meeting Schedule

Members will connect with Ms. Duenez on any potential calendar conflicts with meeting dates.

Mr. Shahbazian reported Jim Isbell will be attending future meetings as incoming Academic Senate President.

Committee agreed to continue holding virtual meetings until further notice.

Next meeting scheduled for Wednesday, July 28, 2021.

Mr. Perez called the meeting adjourned at 5:07pm.

**attachment provided*

Approved: _____

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
Submitted									
<i>U.S. Department of Education Talent Search Average \$325,000 per year for 5 years</i>	SAC – Alicia Kruiuzenga (writing) SCC – Jennifer Coto (considering)	#1 - #4	6/30/21	SAC - Submitted SCC – Decided not to move forward. Need data not strong.	June 2021	No	Provide college and career preparation services for cohorts of students in SAUSD intermediate schools and after they transfer to high school. Meet ambitious objectives pertaining to graduation, college enrollment and college completion.	No	Yes (SAC) Pending (SCC)
<i>National Science Foundation Advancing Innovation and Impact in Undergraduate STEM Education at 2-Year Colleges Up to \$2 million</i>	SCC – Denise Foley	Goals #1, #3, and #4	5/28/2021	Submitted	Sept/Oct 2021	No	Thorough and intensive recruitment and orientation, monitoring and instructional support services for STEM majors to increase retention, success and completion.	No	Yes
<i>U.S. Department of Education – Title III HSI-STEM \$700,000 - \$1,200,000 per year for 5 years</i>	SCC – Denise Foley, as lead; and as a partner in UCI's and CSUF's proposal SAC – partner in CSUF's proposal	Goals #1, #2, #3, and #4	6/14/2021	Submitted	September 2021	No	Thorough and intensive recruitment and orientation, monitoring and instructional support services for STEM majors to increase retention, success and completion.	Expectation of continued support for project strategies that prove significantly effective.	Yes
<i>U.S. Department of Education – Asian American and Native Pacific Islander Strengthening Institutions \$300,000 per year for 5 years</i>	SAC – Dr. Hubbard; Dr. Dela Cruz	Goals #1, #2, #3, and #4	6/28/2021	Submitted	September 2021	No	Build the Asian Pacific Islander Center, and provide services that address academic and personal needs to improve retention, persistence and completion.	Expectation of continued support for project strategies that provide significantly effective.	Pending
<i>U.S. Department of Education – Gaining Early Awareness and Readiness for Undergraduate Programs GEAR-UP</i>	SAC – Alicia Kruiuzenga, partner in UCI's proposal	Goals #1, #2, #3, and #4	6/28/2021	Did not submit. Not enough time to develop the proposal. UCI plans to submit for the next competition.	September 2021	Yes	College preparation and readiness activities and services for SAUSD student cohorts 7-12 and into enrollment n college.	No	Pending

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
JULY & AUGUST									
<i>SBA Community Navigator Program \$50,000 - \$100,000</i>	CSUF SBDC Leader Center will apply RSCCD's SBDC will be a partner	Goals #1 and #2	7/23/2021	Writing	December 2021	No	RSCCD's SBDC will implement its Virtual Marketing Internship Program in Santa Ana, Anaheim and Inland Empire.	No	Pending
<i>Regional Collaboration and Coordination Grant (new competitive RFA for the Regional Consortia) Admin \$2.3 million Portfolio \$27.6 million</i>	DO – Dr. Alex Davis RSCCD submitting to host the Regional Consortium for Orange County <u>only</u>	Goals #2, #3 and #4	8/31/2021	Writing	September 2021	No	RSCCD would continue to host the LAOCRC and provide fiscal services. Facilitate regional strategic planning and investments in CTE programs to meet Strong Workforce Program and Vision for Success goals.	No	Yes
FALL									
<i>U.S. Financial Aid Services Invitation to submit proposal \$900,000 - \$1,200,000</i>	DO – Joy Hermsen	Goals #3 and #4	12/31/2021	Writing	Fall 2021	No	Implement pilot project with 6-9 community colleges in CA to increase FAFSA application submissions and eligible low-income and URM students receiving financial aid awards.	No	Yes
OPEN SUBMISSION									
<i>U.S. Economic Development Administration – Public Works & Economic Adjustment Assistance (up to \$30,000,000)</i>	DO – Enrique Perez	Goals #1, #2, #3, and #4	Applications accepted on an on-going basis	Planning	60-days after app & all req documents submitted	20%-50% based on program & other factors	Lead a regional partnership of key stakeholders to implement a workforce development project.	Yes. Expected that building and programs will be maintained.	Yes

RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
<i>Institutional Effectiveness Partnership Initiative</i> <i>Up to \$200,000</i>	DO – Narges Rabii-Rakin	Goals #1-#4	Open submission of Letter of Interest	Considering	6 months after submission	No.	An IEPI team would conduct an institutional need assessment related to RSCCD's Diversity, Equity and Inclusion Plan, and develop a project to address operational functions necessary to implement the plan. Then, funds would be allocated to implement the project.	Grants are to improve operational effectiveness. Grant strategies that were effective are expected to be retained.	Pending

RSCCD Resource Development Grant Development Schedule

1) Plans for personnel to be hired by the grants listed above: please refer to attachment.

2) GRANT OPPORTUNITIES

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Pre-Apprenticeship and Apprenticeship Grants. Award range of last competition \$500,000 - \$1,000,000. RFA expected to be out in August with proposals due early fall. Projects to create pre-apprenticeship and registered apprenticeship programs for non-traditional careers.

NATIONAL SCIENCE FOUNDATION

Advancing Innovation and Impact in Undergraduate STEM Education at Two-Year Institutions of Higher Education. Applications accepted anytime until 2023. Supports projects that are bold, potentially transformative to address the immediate challenges facing STEM education at two-year colleges and/or anticipate new structures and functions of the STEM learning and teaching enterprise. Promotes approaches that advance innovation and use evidence-based practices in undergraduate STEM education at two-year colleges. NSF also seeks to support systemic approaches to advance inclusive and equitable STEM education practices. Up to \$2,000,000.

Improving Undergraduate STEM Education: Hispanic-Serving Institutions. Due August 25, 2021 (Track 1 and Track 2). Support projects that provide research on engaged student learning, what it takes to diversify and increase participation in STEM effectively, and improve understanding of how to build institutional capacity at HSIs. Expected outcomes include broadening participation of students that are historically underrepresented in STEM and expanding students' pathways to continued STEM education and integration into the STEM workforce. Track 1: Planning Projects (\$200,000, plus \$100,000 to add a community college partner). Track 2: Implementation and Evaluation Projects (\$500,000, plus up to \$200,000 to add a community college partner). Track 3: Institutional Transformation Projects (up to \$3,000,000). Projects are 3-5 years.

Improving Undergraduate STEM Education: Education and Human Resources. Due July 21, 2021 (Levels 1 and 2 and Capacity Building, or January 19, 2022 (Level 1 and Capacity-Building). Supports projects that promote novel, creative, and transformative approaches to generating and using new knowledge about STEM teaching and learning to improve STEM education for graduate students. Also interested in projects that replicate research studies at different types of institutions and for different types of populations. Level 1 up to \$300,000 for 3 years. Level 2 up to \$600,000 for 3 years. Capacity-building \$150,000.

Racial Equity in STEM Education. Full Proposal due 7/13/2021 or 10/12/2021. Projects should 1) advance the science of promotion of racial equity in STEM, 2) substantively contribute to removing systemic barriers that impact STEM education, the STEM workforce, and scientific advancement, 3) institutionalize effective and inclusive environments for STEM learning, STEM research, and STEM professionals, 4) diversify the project leadership (PIs and CO-PIs), institutions, ideas, and approaches that NSF funds, and 5) expand the array of epistemologies, perspectives and experiences in STEM. Projects should also building theory, develop methods, test approaches and interventions, assessment approaches and interventions, establish authentic partnerships, change practices and policies, and/or focus on affective, behavioral, cultural, social components and implications.

S-STEM: Proposals due March 16, 2022. Scholarships for STEM students up to \$10,000 per student per year. Projects must have a model that demonstrates scholarships increased success and completion, especially among disadvantaged students.

Grant Schedule

Summary Sheet of Positions related to grant and contract proposals

Site	Grant	Staff proposed in grant applications
DO	EDA Grant	Not known at this time. Still in planning.
DO	Financial Services Administration	Project Director Resource Development Coordinator 50% (existing staff person in Resource Development)
DO	IEPI	Not known at this time. Still in planning.
DO	Regional Collaboration and Coordination Grant (competitive renewal RFA for the LAOCRC) NOTE: RSCCD submitting to host only the Orange County Regional Consortium.	<u>Existing staff</u> Executive Director, Regional Consortium – Orange County (Dr. Alex Davis) Administrative Secretary, Marbella Ruiz Resource Development Coordinator, Alejandra Landa Special Project Specialist, Miguel Gonzalez
SAC	Asian American Native Pacific Islander Strengthening Institutions	Faculty Coordinator – 5 LHE Counseling hours – 20 hours per week Student Services Coordinator – full-time (new hire) Equipment and Furniture for AARC Outreach materials Food Book Vouchers for the students Conference funds for administrator, faculty, and students
SAC	GEAR-UP	Not known at this time
SCC	NSF <i>Advancing Innovation and Impact in Undergraduate STEM Education at 2-Year Colleges</i>	10 LHE/year release for PI STEM & Career Counselors (adjunct hourly) Faculty stipends Part-time Research Specialist Instructional Assistants (hourly) SI Student Assistants (hourly)
SCC	Title III HSI-STEM	Faculty release to serve as full-time Project Director Coordinator for counseling component Project Support staff (2) STEM & Career Counselors (adjunct hourly) Faculty stipends Part-time Research Specialist (2) Instructional Assistants (hourly) SI Student Assistants (hourly)