

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway, Santa Ana, California 92706  
Office: (714) 480-7489 Fax: (714) 796-3937  
Planning and Organizational Effectiveness Committee  
Decision Room – #340  
3:15 p.m. – 5:00 p.m.

### **Meeting Minutes for August 28, 2013**

**Present:** John Didion, Alex Taber, Bonnie Jaros, Corinna Evett, John Zarske, Nga Pham, Ray Hicks, Aaron Voelker, Linda Rose and Rudy Tjiptahadi

**Absent:** Enrique Perez, Aracely Mora, Elliott Jones, Tammy Cottrell

Mr. Didion welcomed everyone and started the meeting at 3:20 p.m.

#### **Minutes**

Mr. Didion called for a motion to approve the Planning & Organizational Effectiveness minutes of May 15, 2013, June 5, 2013 and August 12, 2013. The motion was moved by Corinna Evett, seconded by Dr. Bonnie Jaros. The motion was carried unanimously.

#### **Proposed Adopted Budget RE: Enrollment Growth (RSCCD Goal #1) and Recommended Plan for Growth**

Consensus from the committee was to affirm the growth funding protocols outlined in the Budget Allocation Model. Mr. Didion will reaffirm this at the next District Council meeting.

#### **Review 2011-13 Strategic Plan Accomplishments**

- Page 20, 1<sup>st</sup> bullet, change “Department” to “office”
- Page 27, Objective 7.2, partnerships for Santa Ana College with Orange High School and the CRF grant need to be added in
- Corinna Evett will do final edits and check grammar and punctuation. Committee will receive final copy for review by email.
- Mr. Didion will present final copy to District Council at the September 16, 2013 meeting

#### **Update on Comprehensive Master Plan**

- Current draft is available in first page of the RSCCD Intranet
- The Chancellor and the Presidents have written messages for the Facilities Master Plan which is currently going through another round of review at the campus level
- The Facilities committees will also be reviewing the document. Dr. Jaros will reach out to the two co-chairs to make sure they receive and review the document at their committees
- The title page of the Comprehensive Master Plan will need to be corrected to strike out “Facilities”
- The comprehensive Master Plan is still on schedule to be presented to the Board for adoption on October 2013

#### **Review (POE) Annual Planning Calendar**

At the September meeting the committee will have a discussion in preparation for the October meeting which is the timeline for the committee to do an assessment of the planning budgeting cycle.

### **Grant Development Schedule**

Committee reviewed the Local Hazard Mitigation Plan grant. Motion was made by Ray Hicks to forward the Local Hazard Mitigation Plan grant to District Council for review and seconded by Corinna Evett. The motion was carried unanimously.

### **Update on Function Map and Timeline**

- Project Management section was taken out per recommendation of Sylvia LeTourneau, Assistant Vice Chancellor, Information Technology Services and Adam O'Connor, Assistant Vice Chancellor, Fiscal Services as this fell under the implementation of Datatel
- Data Center was deleted as this dated back to the Glink era
- Page 1, Instructional Programs, Santa Ana College bullet, delete "approval every spring" replace with "for approval as needed"
- Page 2 and 3, Outreach and International Students, combine the two and move from Function 1 to Function 7
- Media Services was deleted
- Committee will review and revisit Function Map and Timeline at the September meeting

### **Meeting Schedule Revision**

October 23, 2013 - meeting moved to October 29, 2013 at 3:30 p.m.

November 26, 2013 - meeting moved to the 20<sup>th</sup>

December 2013 - No meeting scheduled

February 26, 2014 - meeting moved to February 19

March 26, 2014 - meeting moved to March 19

November 26, 2014 – meeting moved to November 19

December 2014 – No meeting scheduled

### **Meeting Schedule**

Next meeting: September 25, 2013

The meeting adjourned at 4:25 p.m.