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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*

### **Minutes**

Tuesday, November 27, 2018 - Time: 3:30pm-5:00pm

#### **MEMBERS PRESENT:**

Michael DeCarbo, Dr. Marilyn Flores, Melissa Govea, Enrique Perez, Nga Pham, Kristen Robinson, Sarah Santoyo, Mark Smith, and Aaron Voelcker

**Staff:** Patricia Duenez

**Not Present:** Faviola Chacon, Claudia Del Valle, Dr. Jeffrey Lamb, and Monica Zarske

Mr. Perez called meeting to order at 3:42pm.

#### **I. MINUTES FOR REVIEW AND APPROVAL – October 24, 2018**

It was moved by Mr. Voelcker, seconded by Ms. Pham to approve the October 24 minutes. Four abstentions from Dr. Flores, Mr. Perez, Ms. Santoyo, and Mr. Smith as they were not present at the October 24 meeting.

#### **II. REPORT FROM DISTRICT COUNCIL – November 19, 2018**

Mr. DeCarbo reported on District Council and discussion of the new Chancellor hiring committee.

#### **III. IEPI PLAN – Update**

Discussion ensued. Mr. Voelcker is leading efforts at SCC on the Vision for Success. Shooting for April for the matrix on IEPI A.1. Dr. Lamb is leading efforts at SAC on the Vision for Success.

**Ms. Pham** will let Dr. Lamb know that the A.3. Strategic Planning was moved to February 2019.

**4pm Marilyn arrived at this time.**

**4:03pm Mr. DeCarbo arrived**

Mr. Voelcker updated Dr. Flores and Mr. DeCarbo on the discussion prior to them arriving. It was suggested to move the 'Scorecard Presentation/Vision for Success' Board of Trustees presentation be moved to May 2019. **Ms. Duenez** will connect with Board of Trustees assistant to move this date. It was suggested to add B. 1. Enrollment Management from the IEPI on the next POE agenda. **Ms. Duenez** will follow-up on this.

#### **IV. VISION FOR SUCCESS - ALIGNMENT TO PLANNING**

This item was discussed in agenda item III.

#### **POE COMMITTEE MEMBERS:**

Faviola Chacon • Michael DeCarbo • Claudia Del Valle • Dr. Marilyn Flores • Melissa Govea • Dr. Jeffrey Lamb • Enrique Perez • Nga Pham • Kristen Robinson • Sarah Santoyo • Mark Smith • Aaron Voelcker • Monica Zarske

**V. 2019-2022 STRATEGIC PLANNING RETREAT – May 10, 2019**

A Task Force was suggested to finalize the agenda. Mr. DeCarbo, Mr. Perez and Ms. Pham volunteered. It was suggested to have a representative from SAC; Ms. Zarske was offered. Ms. Pham will schedule for the sub-committee to meet prior to the January 23, 2019 POE Committee meeting.

The Retreat Agenda will continue on the next POE Committee agenda.

**VI. GUIDED PATHWAYS**

a. Santiago Canyon College

Dr. Flores reported on the San Diego Institute scheduled for November 28 and 29; a transitional meeting next week, doing an ‘all call’ to either participate in the working groups or fulfill a role within the working groups, and the hiring on Media Specialist through Guided Pathways funds.

b. Santa Ana College

Ms. Robinson reported on program apps mapping due this week, on the team that visited Bakersfield and on SAC sending 5 staff to the San Diego Institute.

**VII. PLANNING AT THE COLLEGES**

a. Santiago Canyon College

b. Santa Ana College

Nothing further was reported other than what was already discussed in prior items.

**VIII. GRANT DEVELOPMENT SCHEDULE – Information**

Ms. Santoyo reported on the Grant Schedule. Discussion ensued. Ms. Santoyo will forward eligibility criteria on the TRIO grant, summary of the 21<sup>st</sup> Century Librarian Grant, will clarify percentage on the Early Head Start grant and will note that Seth Daugherty is OER liaison.

**IX. OTHER**

None.

**X. NEXT MEETING: *Wednesday, January 23, 2019***

Mr. Perez adjourned the meeting at 4:55pm.

Approved: January 23, 2019