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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

Wednesday, March 27, 2019 - 3:30pm-4:30pm

MEMBERS PRESENT:

Michael DeCarbo, Claudia Del Valle, Melissa Govea, Dr. Jeffrey Lamb, Cristina Morones, Enrique Perez, Yadira Rayo-Penalzoa, Kristen Robinson, Sarah Santoyo, Aaron Voelcker & Monica Zarske.

Staff: Patricia Duenez

Not Present: Dr. Marilyn Flores, Mark Smith & Nga Pham

Mr. Perez called meeting to order at 3:33pm.

I. INTRODUCTION OF NEW MEMBERS

Ms. Cristina Morones was introduced as the Classified Representative from SCC.

II. MINUTES FOR REVIEW AND APPROVAL – February 27, 2019

No corrections were made.

It was moved by Ms. Morones, seconded by Ms. Santoyo to approve the February 27 minutes.

One abstention from Ms. Zarske.

III. REPORT FROM DISTRICT COUNCIL – March 4, 2019

Mr. Perez & Mr. DeCarbo provided a brief report.

Ms. Govea arrived at this time.

IV. IEPI PLAN – Update

Mr. Perez reviewed the recent updates as highlighted on the plan. Discussion ensued. More updates were provided. The timing to agendize the district's role in enrollment management was discussed.

Dr. Lamb arrived at this time.

Dr. Lamb reported that SAC does not have an enrollment management committee. Workgroup meetings on enrollment management have been held; there are plans to have an addendum to the master plan and the workgroup will meet again prior to the next POE meeting. **'District Role in Enrollment Management'** will be added to the next POE agenda.

Ms. Del Valle arrived at this time.

V. VISION FOR SUCCESS – Update and Presentation to the Board (April 29, 2019)

Mr. Voelcker and Dr. Lamb provided updates related to aligning the colleges goals to the State Chancellor's goals, percentages, mission statements, value statements, timeline in preparation for the Board presentation and groundwork for the master plan.

Mr. Perez thanked those who agreed to meet in preparation for the presentation at the April 29 Board meeting.

POE COMMITTEE MEMBERS:

Susana Arriaga • Michael DeCarbo • Claudia Del Valle • Dr. Marilyn Flores • Melissa Govea • Dr. Jeffrey Lamb • Cristina Morones • Enrique Perez
Nga Pham • Yadira Rayo-Peñaloza • Kristen Robinson • Sarah Santoyo • Mark Smith • Aaron Voelcker • Monica Zarske

Mr. DeCarbo needed to leave the meeting at this time but asked that at the Guided Pathways meeting that conversation include efficiencies and reducing redundancies.

VI. 2019-2022 STRATEGIC PLANNING RETREAT – May 10, 2019

a. Draft Agenda – Review

Mr. Perez reported on the assignments and status of assignment sent to the retreat workgroups.

Ms. Duenez will resend group assignment to Ms. Rayo-Peñaloza and will add Ms. Morones to a workgroup and forward her assignment #2.

Ms. Robinson arrived at this time.

VII. GUIDED PATHWAYS

a. Santiago Canyon College

Mr. Voelcker reported on attending the GP/IEPI workshop, inquiry clusters, the 19-22 Enrollment Management and other work being done at the college.

b. Santa Ana College

Dr. Lamb reported on the work happening at SAC, structure to allow for faculty & staff engagement and participation, the review of a proposed timeline for spring and fall, completion teams, presentation at college council of college roadmap and managing changing technology related to Guided Pathways.

Discussion ensued on students and classified staff's positive view of Guided Pathways at the campuses but also expressed a need for more promotion of it.

c. Districtwide Committee

It was agreed that a brief report be provided to POE from the Districtwide Subcommittee Meetings.

VIII. PLANNING AT THE COLLEGES

a. Santiago Canyon College

Mr. Voelcker reported on the management system; finishing the curriculum implementation, building out planning templates; work on the program review and sharing data with campus community.

b. Santa Ana College

Dr. Lamb reported on Curricunet Meta, purchased catalog module; a proposal to start a institutional effectiveness committee, the outcomes assessment work and the system for tracking the outcomes assessment work.

IX. GRANT DEVELOPMENT SCHEDULE – Information

Ms. Santoyo provided an update on the Grant Development Schedule.

X. OTHER

NEXT MEETING: Wednesday, April 24, 2019

Mr. Perez adjourned the meeting at 4:33pm

Approved: April 24, 2019