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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, September 25, 2019 - 3:30-4:30pm

Present:

Yuri Betancourt, Michael DeCarbo, Dr. Marilyn Flores, Melissa Govea, Aidan Kato, Dr. Jeffrey Lamb, Cristina Morones, Enrique Perez, Nga Pham, Kristen Robinson, Sarah Santoyo, Roy Shahbazian, Harley Villanueva, and Aaron Voelcker

Absent: Mark Smith

Guest: Daniel Gonzalez

Mr. Perez called the meeting to order at 3:34pm.

I. WELCOME

Mr. Perez provided welcoming remarks and introductions were made this being Ms. Betancourt and Mr. Kato's first meeting.

II. MINUTES FOR REVIEW AND APPROVAL – August 28, 2019

Revisions noted on item IV. and VII. A. & B.

It was moved by Mr. DeCarbo and seconded by Mr. Gonzalez to approve the amended August 28, 2019 minutes.

Ms. Duenez will look into reserving a larger conference room for future meetings.

III. REPORT FROM DISTRICT COUNCIL – September 16, 2019

a. 2019-2022 STRATEGIC PLAN-to be submitted for approval at District Council's October 7th meeting.

Mr. Perez reported on the September 16th District Council meeting which included updates to AB48 Statewide Facilities Bond, student access to affordable housing and that Mr. Hardash reported on the budget and board policies.

IV. FOLLOW-UP & UPDATE ON IEPI PLAN

Mr. DeCarbo reported that he and **Ms. Pham** are meeting October 7 to continue drafting section A2 and will bring it back to POE.

Mr. DeCarbo reported on IEPI B.1. and the five (5) questions distributed with agenda on the role of a district enrollment management. Discussion ensued. **Mr. Voelcker** will have more feedback on SCC's enrollment management committee after the committee meets on the 3rd Wednesday in

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October. Forming a district enrollment management workgroup was suggested. Discussion continued on having ITS be a part of the workgroup, who needs to be at the table, the achievement in enrollment management being seen as a whole since the district gets paid as a whole, what functions and roles in district's enrollment management not be a part of enrollment management at a district level. The committee agreed the forming of a workgroup not move forward at this point until more feedback on the 5 questions is brought back from the college committees. **Dr. Lamb and Mr. Voelcker** will bring back more college feedback at the next POE meeting.

Mr. DeCarbo discussed section C5.5. and reported that further clarification was needed from Fiscal Resource Committee (FRC). It was suggested departments show their budgetary process and it not be in a lump sum so that colleges know 'their right size'. Discussion continued on colleges' size, structure, funding depending on college size and what the chargebacks are. **Mr. Shahbazian** is co-chair of FRC and he will take it back to FRC for discussion and clarification. **Mr. DeCarbo** will send Mr. Shahbazian the IEPI Plan with **green** notes, Mr. Hardash's notes. **Ms. Duenez** will forward Mr. Shahbazian notes on background information from the prior IEPI work with the IEPI team. It was suggested **Mr. DeCarbo** attend the next FRC meeting on October 16 meeting since he was in the small workgroup with the IEPI team and can voice concerns he has on this section. The budget outlined on page 5 was discussed. **Ms. Duenez** will correct page 5, C.4. 'plan'.

V. GUIDED PATHWAYS

- a. Santiago Canyon College
- b. Santa Ana College

Discussion was moved to the Districtwide Guided Pathways Committee meeting following POE.

VI. PLANNING AT THE COLLEGES

a. Santiago Canyon College

Mr. Voelcker reported on program review, student level assessments, a pilot group and onsite training from the eLumin team.

b. Santa Ana College

Dr. Lamb reported on the institutional effectiveness committee meeting and discussion on their scope and role, the faculty assessment coordinator recently hired, the license for outcomes assessments and part time staff to be hired for support with the Nuventive Improve software.

Mr. DeCarbo welcomed **student committee members** to email him with questions on agenda items prior to the next POE meeting.

VII. GRANT DEVELOPMENT SCHEDULE – Information

Ms. Santoyo reported on the schedule. **Ms. Santoyo** will send the RFA on the mental health grant to Dr. Lamb.

VIII. OTHER

The next meeting is scheduled for Wednesday, October 23, 2019.

Mr. Perez adjourned the meeting at 4:25pm

Approved: October 23, 2019