



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

MINUTES

Wednesday, August 28, 2019 -- 3:30pm-4:30pm

Present:

Michael DeCarbo, Melissa Govea, Dr. Marilyn Flores, Dr. Jeffrey Lamb, Cristina Morones, Enrique Perez, Nga Pham, Kristen Robinson, Roy Shahbazian, Mark Smith & Aaron Voelcker

Absent: Susana Arriaga, Claudia Del Valle, Yadira Rayo-Penaloza & Sarah Santoyo

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

I. MINUTES FOR REVIEW AND APPROVAL – June 26, 2019

Mr. DeCarbo requested the 2019-2020 approved meeting dates be included in the June minutes. It was moved by Ms. Pham, seconded by Mr. Smith to approve the amended June 26, 2019 minutes with abstentions from Mr. DeCarbo and Ms. Robinson.

Ms. Duenez reported that Ms. Yuri Betancourt has been appointed to serve as classified representative for SAC.

II. REPORT FROM DISTRICT COUNCIL – August 26, 2019

Mr. Perez reported on the August 26th meeting. Mr. DeCarbo shared discussions related to FTES and BAM.

III. UPDATE ON 2019-2022 STRATEGIC PLAN

Ms. Pham provided a handout of the Strategic Plan with the condensed suggestions and work done from the May 10 Retreat. These are the short term goals from the 10 year goals with a yearly review of the data. There is a November presentation to the Board calendared on districtwide planning activities which will include updates to the 2019-2022 Strategic Plan. Ms. Pham requested approval on the revised plan.

It was moved by Mr. DeCarbo, seconded by Ms. Morones to adopt the updated Strategic Plan. The Strategic Plan will be submitted to District Council for approval at the October 7th meeting.

IV. UPDATE ON IEPI PLAN

Mr. Perez provided a handout and reported on the most updated plan. Discussion ensued; revisions were made to section A. Mr. DeCarbo suggested to meet with Ms. Pham on revisions to the Planning Manual and provide an update at the September meeting. Discussion ensued on section B.1. Clarify DO Role in Enrollment Management; if a taskforce or group is needed, how the district can serve as a better resource, representation from ITS and if the colleges have enrollment management committees. Further discussion on B.1. will take place at the September meeting. To assist with discussion and thought analysis, Mr. DeCarbo will draft four (4) questions and forward to the committee for review. Mr. Perez will reach out to FRC for clarification on section C5.5.

POE COMMITTEE MEMBERS:

Susana Arriaga • Michael DeCarbo • Claudia Del Valle • Dr. Marilyn Flores • Melissa Govea • Dr. Jeffrey Lamb • Cristina Morones • Enrique Perez
Nga Pham • Kristen Robinson • Sarah Santoyo • Roy Shahbazian • Mark Smith • Harley Villanueva • Aaron Voelcker

V. UPDATE ON FUNCTIONS / MAPPING OF RESPONSIBILITIES

Ms. Pham reported on revisions made from suggestions, comments received from the colleges and district. Ms. Pham will forward a clean version of the Functions/Mapping of Responsibilities to committee members.

VI. GUIDED PATHWAYS

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

Mr. Perez reported that an update will be provided at the 4:30pm Guided Pathways meeting following POE and invited all to attend.

VII. PLANNING AT THE COLLEGES

a. Santiago Canyon College

Mr. Voelcker reported on planning and rolling out their program review templates and documents and eLumin training on strategic initiatives.

b. Santa Ana College

Dr. Lamb reported on reconstituting the institutional effectiveness committee and the related 3 subcommittees, program review templates and the Nuventive Improve contract outcomes work with the curriculum specialists.

VIII. GRANT DEVELOPMENT SCHEDULE – Information

Mr. Perez reported on the schedule.

IX. OTHER

NEXT MEETING: Wednesday, September 25, 2019

Mr. Perez adjourned the meeting at 4:35pm.

Approved: September 25, 2019