AGENDA

Wednesday, July 27, 2022  3:30pm-4:30pm

https://cccconfer.zoom.us/j/94764702826 or dial 1 669-900-6833 / 94764702826#

I. WELCOME

II. *APPROVAL OF MINUTES – Action
   a. June 22, 2022 regular meeting

III. DISTRICT COUNCIL UPDATE – Information
   a. June 6, 2022 & June 21, 2022

IV. COMMITTEE MEETINGS – HYBRID / VIRTUAL - Discussion

V. PLANNING AT THE COLLEGES - Information
   a. Santiago Canyon College
      i. Planning Update
      ii. Enrollment Update
   b. Santa Ana College
      i. Planning Update
      ii. Enrollment Update

VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information
   a. July 14, 2022 meeting: SCC Student Services
   b. September 15, 2022 meeting: SAC Student Services

VII. *GRANT DEVELOPMENT SCHEDULE – Information

VIII. *DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING - Information
   a. Update from July 21, 2022 meeting

IX. OTHER

NEXT MEETING:  Wednesday, August 24, 2022

*attachment provided
RSCCD Mission Statement

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

2013 – 2023 RSCCD Goals

RSCCD Goal 1
RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students’ needs with services and fiscal resources.

RSCCD Goal 2
RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions, public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.

RSCCD Goal 3
RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.

RSCCD Goal 4
RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.

RSCCD Goal 5
RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.
PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

Minutes

Wednesday, June 22, 2022  3:30pm-5:00pm virtual by zoom

Present: Matthew Beyersdorf • Dr. Melba Castro • James Isbell • Dr. James Kennedy • Veronica Munoz • Tyler Nguyen • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sarah Santoyo • Mike Taylor • Jose F. Vargas • Aaron Voelcker

Guest: Cheng Yu Hou, Iris Ingram, Narges Rabii, Jennifer De La Rosa, Alistair Winter

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

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *APPROVAL OF MINUTES – Action

a. *May 25, 2022 regular meeting
It was moved by Mr. Rutan, seconded by Mr. Isbell and by roll call vote, carried with abstentions by Mr. Taylor and Mr. Vargas to approve the May 25, 2022 minutes.

III. DISTRICT COUNCIL UPDATE – Information

a. June 6, 2022
Mr. Perez reported on the June 6, 2022 District Council meeting.

IV. *REORG 1295 – DO / PEOPLE & CULTURE – Action

Mr. Hou reported on Reorg #1295. Positions listed on Reorg as below:
#1 Manager, People & Culture, District Investigations
#2 Chief Mediation & Culture Officer, People & Culture
#3 Principal Business Partner, People & Culture (investigations)

Questions were raised and answered.

Business Services has not yet reviewed fiscal analysis on Reorg.

Ms. Ingram noted #1 manager and #3 principal positions driven by volume of complaints; positions are must have by law to follow up on complaints. The intake and investigator positions need to be separate positions. The mediator is designed to decrease investigations.

Mr. Hou reported #1 & #3 positions are needed most but #2 Mediator is for alternative path.

Members agreed to vote positions separately.

#1 Manager, People & Culture, District Investigations
It was moved by Dr. Kennedy; seconded by Mr. Voelcker and by roll call vote, carried unanimously.

#2 Chief Mediation & Culture Officer, People & Culture
It was moved by Mr. Isbell; seconded by Mr. Beyersdorf and by roll call vote, carried with the following votes:
Ayes: (7) Dr. Melba Castro, Dr. James Kennedy, Enrique Perez, Nga Pham, Sarah Santoyo, Jose Vargas, Aaron Voelcker
Noes: (6) Matthew Beyersdorf, James Isbell, Tyler Nguyen, Kristin Robinson, Craig Rutan, and Mike Taylor.

#3 Principal Business Partner, People & Culture (investigations)
It was moved by Ms. Pham; seconded by Dr. Kenney and by roll call vote, carried unanimously.

Reorg will be placed on agenda for approval at next District Council meeting.

V. *2022-2023 MEETING SCHEDULE – Action*
Mr. Perez provided overview of 2022-2023 schedule. Amendment made to meet November 16 for that month.
I was moved by Mr. Vargas; seconded by Ms. Pham and by roll call vote, carried unanimously.

Next agenda will have agenda item to discuss location of meetings; hybrid in person/zoom or zoom only. Ms. Duenez will place on agenda.

VI. **NOMINATION OF FACULTY CO-CHAIR – Action**
Mr. Craig Rutan was nominated to serve as faculty co-chair to POE.
It was moved by Mr. Isbell; seconded by Ms. Pham and by roll call vote, carried with abstention from Mr. Rutan.

VII. **RFP UPDATE - Information**
Mr. Perez will connect with Ms. Ingram re: RFP for Comprehensive Master Plan; will bring more information to next meeting.

VIII. **DISTRICT MISSION STATEMENT – Information**
a. Update from Board of Trustees June 13, 2022 meeting
Ms. Pham provided update.
Mr. Perez will connect with Chancellor on process to have Board of Trustees provide input and see revisions to mission statement as first reading as opposed to current process.
Mr. Voelcker noted concern on timeline of review of mission statement according to Comprehensive Master Plan (CMP) timeline where CMP is adjusted more regularly as compared to the mission statement; to be discussed as next CMP is developed.

IX. **PLANNING AT THE COLLEGES - Information**
a. Santiago Canyon College
   i. Planning Update
      Mr. Voelcker reported.
   ii. Enrollment Update
      Mr. Vargas reported on enrollment, class schedule for 8weeks classes and adding additional 6 sections to schedule due to demand.
      Dr. Castro reported on summer; Outreach center reaching out to students to retake classes with low grades.

b. Santa Ana College
   i. Planning Update
   ii. Enrollment Update
      Dr. Kennedy reported on noncredit.

X. **BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information**
a. Next meeting – July 14, 2022
   Ms. Pham reported on July 14, 2022 meeting and agenda topics. She is working with Dr. Castro and Dr. Hubbard.
XI. **GRANT DEVELOPMENT SCHEDULE – Information**
Ms. Santoyo reported on Grant Development Schedule; will update CERF to show no match and follow up to confirm update with Adam O’Connor.

XII. **DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING - Information**
a. Update from June 16, 2022 meeting
Mr. Perez noted agenda and actions items attached as informational.

XIII. **OTHER**
Members were reminded to forward Ms. Duenez questions re: BAM for discussion tentatively scheduled for August.

Next meeting is scheduled for Wednesday, July 27, 2022.

Mr. Perez adjourned the meeting at 4:51pm.

*attachment provided
### RSCCD Resource Development Grant Development Schedule

<table>
<thead>
<tr>
<th>Grant</th>
<th>District/College</th>
<th>RSCCD Goals</th>
<th>Due</th>
<th>Status</th>
<th>Expected Notification Date</th>
<th>Match</th>
<th>If awarded …</th>
<th>Institution- alization?</th>
<th>District/College authorized submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted</td>
<td>SCC – Dr. Pamela Ralston</td>
<td>#1, #2, #3 and #4</td>
<td>April 6, 2022</td>
<td>Submitted</td>
<td>November 2022</td>
<td>No</td>
<td>Implement local projects as proof-of-concept on establishing locally-led sustainable and equitable water treatment and management policies and practices to empower residents and youth to participate in civil efforts to address environmental challenges. In collaboration with the City of Orange, SCC’s Water Utility Science students would have applied-learning/work-experience opportunities through local water management and usage projects.</td>
<td>No</td>
<td>No. Less than 1 week to submit for opportunity.</td>
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<tr>
<td>Congressionally Directed Spending (Earmark) Feinstein and Padilla</td>
<td>$4.9 million</td>
<td></td>
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<tr>
<td>Submitted</td>
<td>Dr. Annebelle Nery</td>
<td>#1, #2, #3 and #4</td>
<td>April 13, 2022</td>
<td>Submitted</td>
<td>November 2022</td>
<td>No</td>
<td>Develop complete CTE pathways that start in non-credit courses (for CTE skill development and prep for credit programs, basic skills, English) and transition to credit certificate and degree programs. Develop these pathways for in-demand occupations and careers in the region to diversify the workforce and broaden engagement and access by marginalized populations. Collaborate with the Orange County, Santa Ana, and Anaheim Workforce Development Boards to connect dislocated, under- and unemployed workers to career training that leads</td>
<td>No</td>
<td>No less than 1 week to submit for opportunity.</td>
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<tr>
<td>Congressionally Directed Spending (Earmark) Correa</td>
<td>$2.5 million</td>
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<td>Recovery &amp; Equity Regional Plan (RERP) CCCCCO allocated $10 million for the community colleges participation in RERP $100,000 Sub-award, as OC Workforce Development Board is the applicant</td>
<td>Non-Credit – Lorena Chavez, Osiel Madrigal</td>
<td>Goals #1, #2, #3, #4</td>
<td>Due May 6, 2022</td>
<td>Submitted</td>
<td>June 2022</td>
<td>No</td>
<td>Non-credit IT Training program would be offered to clients of the OC WDB, Santa Ana WDB and Anaheim WDB.</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>U.S. Department of Education, Upward Bound Math &amp; Science $250,000 per year for 5 years</td>
<td>SCC – LaKyshia Perez</td>
<td>Goals #1, #2, #3, #4</td>
<td>June 3, 2022</td>
<td>Submitted</td>
<td>Summer 2022</td>
<td>No</td>
<td>Continue existing program to provide college prep services for low-income, first-generation students and students with disabilities, who want to pursue STEM majors.</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>U.S. Department of Education, Title V – HSI $600,000 year each year for 5 years</td>
<td>SCC – Dr. Melba Castro</td>
<td>Goals #1, #3, and #4</td>
<td>June 6, 2022</td>
<td>Submitted</td>
<td>September 2022</td>
<td>No</td>
<td>Leverage GP to bolster early engagement and onboarding (1st pillar) to improve retention and persistence, especially for Hispanic/Latinx and other disadvantaged or marginalized populations.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>U.S. Department of Education, Veterans Upward Bound $250,000 per year for 5 years</td>
<td>SAC Veterans SAC – Mark Canett</td>
<td>Goals #1, #2, #3, #4</td>
<td>June 10, 2022</td>
<td>Submitted</td>
<td>September 2022</td>
<td>No</td>
<td>Continue existing program to provide college prep services for veterans who are low-income, first-generation and/or have disabilities.</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Summer 2022</td>
<td></td>
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# RSCCD Resource Development Grant Development Schedule

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<tbody>
<tr>
<td>U.S. Department of Education CCAMPIS (Child Care Access Means Parents in School) 1% of Pell Award to the school</td>
<td>DO – Janneth Linnell</td>
<td>Goals #1 and #3</td>
<td>July 12, 2022</td>
<td>Planning</td>
<td>October 2022</td>
<td>No</td>
<td>Create child care slots for student parents at SAC and/or SCC, for low-income student parents that enroll full-time each semester.</td>
<td>No</td>
<td>Pending</td>
</tr>
<tr>
<td>OCDE, K-16 Collaborative Estimated at about $250,000 million for the region. SAC and SCC would be sub-awardees.</td>
<td>SAC – Jeffrey Lamb. SCC – Melba Castro, Elizabeth Arteaga</td>
<td>Goals #1, #2, #3, #4</td>
<td>Due July 18, 2022</td>
<td>Planning</td>
<td>June 2022</td>
<td>No</td>
<td>An intersegmental partnership (K12, CC, CSU, UC) and a steering committee in which 25% of members are local employers implement 4 recommendations from the 2021 Recovery with Equity report, and establish at least two pathways in Healthcare, Education, Business Management or Engineering/Computing.</td>
<td>Yes</td>
<td>Pending</td>
</tr>
<tr>
<td>Community Economic Resilience Fund (CERF) $5 million</td>
<td>DO – Dr. Alex Davis and Sarah Santoyo</td>
<td>Goals #1, #2 and #4</td>
<td>Planning Phase Application due July 25, 2022</td>
<td>Writing</td>
<td>September 2022</td>
<td>No</td>
<td>RSCCD will serve as the fiscal agent, in collaboration with the region’s Workforce Development boards, who will convene constituencies throughout Orange County to contribute to developing a regional Equitable Economic Recovery plan.</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>United States Citizenship and Integration Grant Program Up to $250,000</td>
<td>CEC – Song Hong</td>
<td>Goals #1 and #2</td>
<td>Due August 5, 2022</td>
<td>Writing</td>
<td>October 2022</td>
<td>20%</td>
<td>Provide high-quality citizenship preparation services.</td>
<td>No</td>
<td>Pending</td>
</tr>
<tr>
<td>CCCCO, California Apprenticeship Initiative Pre-apprenticeship and Apprenticeship grants Up to $500,000 over two years</td>
<td>SCC – Elizabeth Arteaga</td>
<td>Goals #1, #2, and #4</td>
<td>September 30, 2022</td>
<td>Considering</td>
<td>Within 4 months after submission.</td>
<td>Yes. 20% from employer partner.</td>
<td>Create a pre-apprenticeship or apprenticeship program in a non-traditional area or in an innovative way.</td>
<td>Yes. Expected that the pre-apprenticeship or apprenticeship program will be sustained after grant ends.</td>
<td>N/A, still considering</td>
</tr>
</tbody>
</table>

Updated: July 2022
California Community Colleges Chancellor's Office

California Apprenticeship Initiative. September 30, 2022. Up to $500,000 over 2 years to establish Pre-Apprenticeship and Apprenticeship projects in new or non-traditional occupations that are DAS (Division of Apprenticeship Standards) approved.

National Science Foundation

Advanced Technological Education (ATE)  
Deadline: October 06, 2022
# Grant Schedule

Summary Sheet of Positions related to grant and contract proposals

<table>
<thead>
<tr>
<th>Site</th>
<th>Grant</th>
<th>Staff proposed in grant applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>DO</td>
<td>CCAMPIS</td>
<td>Portion of a project support staff person</td>
</tr>
<tr>
<td></td>
<td>CERF</td>
<td>OCRC – one position</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Resource Development – Special Project Specialist</td>
</tr>
<tr>
<td></td>
<td>Office of Public School Construction</td>
<td>Not known at this time</td>
</tr>
<tr>
<td></td>
<td><em>K16 Educational Collaborative</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Congressionally Directed Spending</td>
<td>Not known at this time</td>
</tr>
<tr>
<td>SCC</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Office of Public School Construction</td>
<td>Not known at this time</td>
</tr>
<tr>
<td></td>
<td><em>K16 Educational Collaborative</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Congressionally Directed Spending</td>
<td>Not known at this time</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuing</td>
<td>Recovery &amp; Equity Regional Plan – sub-</td>
<td>Instruction and counseling – hourly</td>
</tr>
<tr>
<td>Education –</td>
<td>award from OC WDB</td>
<td>Equipment to operate the IT training project</td>
</tr>
<tr>
<td>SAC</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>UCSIC Citizenship and Integration Grant</td>
<td>Not known at this time</td>
</tr>
</tbody>
</table>
DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP (DEMW) MEETING

AGENDA

July 21, 2022  12:00pm – 1:30pm
https://cccconfer.zoom.us/j/93768488856 or dial 1-669-900-6833, 93768488856#

I. Welcome & Introductions

II. Review/Reaffirm DEMW focus, what was achieved in 21/22 (development of dashboards, data tools, etc.), and what the workgroup’s priorities are for 22/23

III. *Action Items – June 16, 2022 – Informational (*item attached)

IV. Update from College Enrollment Management Workgroups  Dr. Jeff Lamb / Jose Vargas
   a. SAC
   b. SCC

V. Student Services Report on Strategies/Initiatives  Dr. Hubbard / Dr. Castro
   a. SAC
   b. SCC

VI. Marketing Efforts  Nhadira Brathwaite / Dalilah Davaloz / Lilia Rodriguez
   a. DO
   b. SAC
   c. SCC

VII. Data and Research Tools  Adam Howard/Nga Pham/Daniel Martinez
   a. Modifications on RG542 Report and Fall 2022 Enrollment Data
   b. Update from ITS on Student Data

VIII. Other

Next meeting:  Thursday, August 18, 2022

Purpose of workgroup: to discuss strategic enrollment management related topics and issues from a districtwide perspective and learn how to better leverage resources districtwide to help our enrollment.

Workgroup Members:
Nhadira Brathwaite, Dr. Melba Castro, Dalilah Davaloz, Dr. Adriene (Alex) Davis, Darlene Diaz, Jesse Gonzalez, Adam Howard, Dr. Vaniethia Hubbard, James Isbell, Dr. James Kennedy, Dr. Jeff Lamb, Daniel Martinez, Thao Nguyen, William Nguyen, Nga Pham, Lilia Rodriguez, Craig Rutan, Sarah Santoyo, John Steffens, Jose F. Vargas and Aaron Voelcker
Mr. Perez called the meeting to order at 12:07pm.

I. Welcome & Introductions
   Introductions made as this was Ms. Davaloz’s and Ms. Rodriguez’s first meeting.

II. *Action Items – April 26, 2022 – Informational (no May meeting)

III. Update from College Enrollment Management Workgroups
   a. *SAC
      Dr. Lamb reported and provided update on fall enrollment.
   b. SCC
      Mr. Vargas reported and provided update on fall enrollment.

IV. Marketing Efforts
   a. SAC
      Ms. Davaloz reported; shared screen of SAC campaign presentation.
   b. SCC
      Ms. Rodriguez reported; shared screen of SCC campaign presentation.
      There was ROI discussion on mailers.

V. Modifications on RG542 Report and Fall 2022 Enrollment Data
   Mr. Gonzalez reported.

VI. Update from ITS on Student Data
    Mr. Gonzalez reported.

VII. Other
    Next meeting: Thursday, July 21, 2022

Meeting adjourned at 1:09pm.

*item attached

Purpose of workgroup: to discuss strategic enrollment management related topics and issues from a districtwide perspective and learn how to better leverage resources districtwide to help our enrollment.

Members present:
Dalilah Davaloz, Darlene Diaz, Jesse Gonzalez, James Isbell, Dr. Jeff Lamb, Thao Nguyen, William Nguyen, Enrique Perez, Nga Pham, Lila Rodriguez, Craig Rutan, Jose F. Vargas and Aaron Voelcker