



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE
*POE is the district-level planning and accreditation oversight and coordinating committee
that makes recommendations to District*

Minutes

Wednesday, May 25, 2022 3:30pm-5:00pm via zoom

Present: Matthew Beyersdorf • Alana Gates • Dr. Marilyn Flores • Dr. Jeffrey Lamb • Dr. James Kennedy
• Veronica Munoz • Tyler Nguyen • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson •
Craig Rutan • Sarah Santoyo • Aaron Voelcker
Guests: Iris I. Ingram and Narges Rabii
Patricia Duenez present as record keeper.

Mr. Perez called the meeting to order at 3:35pm.

I. WELCOME

Mr. Perez provided welcoming remarks. New member, Veronica Munoz was introduced as SCC classified representative.

Attendance was taken by roll call vote.

II. *APPROVAL OF MINUTES – Action

a. *April 27, 2022 regular meeting

Correction to item IX; Dr. Flores' comment attributed to Mr. Rutan.

It was move by Ms. Alana Gates; seconded by Mr. Beyersdorf and, by roll call vote, carried with abstentions by Dr. Kennedy, Ms. Munoz to approve the April 27, 2022 meeting minutes.

III. DISTRICT COUNCIL UPDATE – Information

a. May 2, 2022

Mr. Perez reported on the May 2, 2022 District Council meeting.

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

Item IV. Reorg was pulled from agenda to come back at a future date.

V. *REVISION OF THE BUDGET ALLOCATION PLAN – Information

Mr. Perez reported the Budget Allocation Model (BAM) was approved at FRC, then at District Council and brought to POE as informational.

Ms. Ingram suggested for the benefit of members to understand how the model works, particularly when the BAM changes, to agenda a deep dive either at June or future meeting. Changes have impact on campuses in terms of the percentage of expense and revenue and with planning. Mr. Adam O'Connor will attend POE when this is on the agenda.

Members were asked to write down questions and bring to June meeting.

Ms. Pham proposed during June BAM discussion to include methodology being used by Chancellor's Office and Researchers feedback.

After discussion at June meeting, members can bring information back to campuses.

VI. DISTRICT MISSION STATEMENT – Information

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Dr. Melba Castro • Alana Gates • Dr. Marilyn Flores • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Tyler Nguyen • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Aaron Voelcker

a. Next Steps - Workgroup meets May 23, 2022

Ms. Pham reported on feedback received to district mission statement and updating statement with equity component. Revised statement with Chancellor for review, next is approval at June 6 District Council, followed by approval by Board of Trustees at June 13 meeting.

Volunteer team for Mission Statement were Monica Zarske, Corinna Evett, Zina Edwards, Jesse Gonzalez and Nga Pham.

VII. PLANNING AT THE COLLEGES - Information

a. Santiago Canyon College

i. Planning Update

Mr. Voelcker reported on enrollment management committee work being done and activities with coach, workshops held and scheduled, built draft goals, building strategies with introduction and development of tactics. Might need to make revisions to goals, work to be done over summer. Faculty might not be able to engage until fall semester-will concentrate on administrative work needed. Draft proposed to be vetted by fall 2022, take action by spring 2023.

ii. Enrollment Update

Dr. Flores working with deans on 2023 enrollment plan to meet 2023 targets.

Dr. Flores sent Mr. Perez and Ms. Pham the scope and services that EMPC group developed to jointly go out with a district RFP to go out in summer.

Mr. Perez reported moving forward with RFP but board addressing priority items first.

Mr. Voelcker will connect with Ms. Ingram on her recommending persons from Business Services.

Mr. Perez thanked Dr. Flores for work done.

Dr. Flores in chat: Thanks to Aaron Voelcker and the entire EMC Committee and EMPC Committee for participating in these two processes. They were very supportive and provided great feedback.

b. Santa Ana College

i. Planning Update

Dr. Lamb reported on Strategic Enrollment Equity plan and working with San Diego based team-SEPI, working on initiatives, equity plan moving forward, provided feedback on FRP to Mr. Perez and Ms. Pham. Reported on IEPI PRT and sending them the 4 main areas of focus, PRT provided menu of options. SAC looking at 5 projects.

Dr. Flores reported that SCC's status of application for IEPI PRT.

Questions were answered.

ii. Enrollment Update

Dr. Lamb reported on enrollment for spring term-less than 1% below than last year, summer started a week early but tracking at about same as last year, will do deep dive on fluctuations.

Dr. Flores in chat: So Jeff, I have a report from 4/4 and WSCH was 865.30 and today shows 865.18. So no change in WSCH.

Dr. Lamb in chat: The dashboard for SAC shows 5/11 WSCH at 1876 and 5/25 at 1724... a decline of 152 FTES.

Dr. Kennedy provided noncredit update; both colleges have exceeded FTES growth from last year. Programs doing well, finishing strong. #1 district in state in serving most students.

VIII. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information

a. Update – May 5, 2022 meeting (Distance Education)

b. Next meeting – July 14, 2022 (Topic TBD)

Ms. Pham reported July meeting to focus on student services and support services for students; working with vp's on agenda.

Mr. Perez will confirm time allocated for presentation, SCC will present first.

IX. *GRANT DEVELOPMENT SCHEDULE – Information

Ms. Santoyo reported on schedule and provided updates from schedule as posted in agenda; will find out on regional application and follow-up with Dr. Lamb.

X. DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING UPDATE - Information

a. Next meeting - June 16, 2022 (*May 19, 2022 meeting cancelled*)

Mr. Perez reported on date for next meeting, reaching out

XI. OTHER

Mr. Perez reported the July 11 Board meeting will include reporting on Strategic Planning for 2024-25; will reach out to colleges on outline he and Ms. Pham are drafting; outline also based on board requests for dual enrollment.

Ms. Munoz left meeting at 4:32pm

Members thanked Dr. Flores for her support to POE and positive contributions throughout the years.

Mr. Rutan made note, next agenda will include Election of New Faculty Co-chair since SAC will be Co-chair of FRC.

Mr. Perez reported People & Culture Reorg might need to come back for action prior to next POE June 22nd meeting, will follow-up with committee if needed.

Next meeting scheduled for Wednesday, June 22, 2022.

Mr. Perez adjourned the meeting at 4:38pm.

**attachment provided*

Approved: June 22, 2022