



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:

POE COMMITTEE MEMBERS:

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

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

Approved: July 27, 2022