Building the future through quality education



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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

AGENDA

Wednesday, August 24, 2022 3:30pm-5:00pm

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

- I. WELCOME
- II. *APPROVAL OF MINUTES Action
 - a. July 27, 2022 regular meeting
- III. DISTRICT COUNCIL UPDATE Information
 - a. Next meeting August 29, 2022
- IV. *COMMITTEE ROLES & RESPONSIBILITIES REVIEW Information
- V. COMMITTEE GOALS & ACCOMPLISHMENTS Information / Discussion
 - a. *Goals and Accomplishments of 2020-2021
 - b. *Creation of Goals for 2021-2022
- VI. 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
- VII. ITS SECURITY UPDATE Information Dane Clacken, ITS Director of Technology and Infrastructure
- VIII. *GRANT DEVELOPMENT SCHEDULE Information
- IX. DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING Information
 - a. Next meeting August 25, 2022
- X. OTHER

NEXT MEETING: Wednesday, September 21, 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.

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PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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Minutes

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

Members Present: Matthew Beyersdorf • Dr. Melba Castro • Dr. Adriene (Alex) Davis • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Tyler Nguyen • Nga Pham • Roxana Pleitez • Kristen Robinson •

Craig Rutan • Jose F. Vargas • Aaron Voelcker

Guests: Iris Ingram, Cristina Morones Patricia Duenez present as record keeper.

Dr. Davis called the meeting to order at 3:33pm.

I. WELCOME

Introductions were made.

II. *APPROVAL OF MINUTES – Action

a. June 22, 2022 regular meeting It was moved by Ms. Pham; seconded by Mr. Beyersdorf and by roll call vote, carried with abstention by Dr. Alex Davis to approve the June 22, 2022 minutes.

III. DISTRICT COUNCIL UPDATE – Information

a. June 6, 2022, June 21, 2022, July 18, 2022

Mr. Rutan provided updates on June and July District Council meetings.

IV. COMMITTEE MEETINGS – HYBRID / VIRTUAL – Discussion

Discussion ensued on holding meeting hybrid.

With Districtwide Guided Pathways Subcommittee meetings being held directly after POE meetings, those meeting can remain virtual.

Members shared preference to keep POE meetings virtual as this option supports better attendance. If agenda item is of a difficult subject, in person preferred.

Co-chairs will decide what meetings will be held in person as it depends on the agenda.

V. PLANNING AT THE COLLEGES - Information

- a. Santiago Canyon College
 - i. Planning Update

Mr. Voelcker provided update. There is a pending item related to DO and SCC master planning process and rfp/consultant; no update on that.

Dr. Davis will follow up with Ms. Ingram on RFP/Consultant.

Mr. Voelcker reported on work being done with Equity plan.

ii. Enrollment Update

POE COMMITTEE MEMBERS:

Mr. Vargas reported on enrollment: summer increased FTES by 5%, Fall target looking to hit 100% target.

Discussion ensued related to contract education at SCC.

Ms. Ingram provided input on contract education needing to be open access to public and a portion of instructor salary needs to be from general fund.

Dr. Davis will follow-up with Ms. Ingram on contract ed/Ed Code; also related with industry roundtable

State toolkit link provided:

Toolkit link provided in chat:

https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Workforce-and-Economic-Development/Contract-Education/Contract-Ed-Toolkit

b. Santa Ana College

i. Planning Update

Dr. Lamb reported; committees on hiatus for summer; moving forward on Equity Plan-SEPI Strategic Equity Plan Initiative

Dr. Davis, Dr. Lamb and Lorena Chavez will schedule to meet for a deeper dive related to grants for Formerly Incarcerated students and including educational component in their probation.

Dr. Davis, Dr. Kennedy and Dr. Lamb will schedule to meet and discuss training for employees of airports in our district service area and hiring done by County of Orange

Dr. Lamb reported on submitting final docs for IEPI RPT grant of \$200, 000.

ii. Enrollment Update

Dr. Lamb reported on enrollment. Shared screen of RG0542 summer enrollment and reported on fall enrollment. Reminded members of Family Night at SAC.

Dr. Kennedy reported on 1,300 rsvps so far for Family Night, registering available on site.

Dr. Kennedy reported on noncredit enrollment: SCC finished year up 8% FTES, SAC up 4% compared to last year. SCC Summer on track to hit target; SAC exceeded target and fall early registration looking good.

VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information

- a. July 14, 2022 meeting: SCC Student Services
- b. September 15, 2022 meeting: SAC Student Services Ms. Pham reported on BIEC meetings and agenda items.

VII. *GRANT DEVELOPMENT SCHEDULE – Information

This item provided as informational. Members can forward Ms. Santoyo any questions.

VIII. *DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING - Information

a. Update from July 21, 2022 meeting This item provided as informational.

IX. OTHER

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- 1	NEXL	meenng	Schedule	301 IOI	wednesday.	August 24.	ZUZZ

Dr.	Davis adjourned meeting at	4:30pm.	Approved:

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

The Planning and Organizational Effectiveness Committee is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District Council.

Responsibilities	Membership
Coordinate the development and monitor implementation of the RSCCD Comprehensive	 Vice Chancellor Educational Services (Co- chair)
Master Plan and the RSCCD Strategic Plan	 Assistant Vice Chancellor, Educational Services
Ensure that District planning processes follow the processes and timelines outlined in the RSCCD Planning Design Manual	 Executive Director, District Research, Planning & Institutional Effectiveness
Provide leadership for coordination of district and	 Vice President, Academic Affairs, Santa Ana College and Santiago Canyon College
college planning activities Prepare the annual Progress Report on the	 Vice President, Student Services, Santa Ana College and Santiago Canyon College
RSCCD Comprehensive Master Plan	 Vice President, Continuing Education (or designee)
Coordinate data to be presented at annual Board of Trustees planning activity	 Dean of Academic Affairs, Santa Ana College (or designee)
Coordinate accreditation activities between colleges and District Services including the delineation of District/College Functions	 Dean of Institutional Effectiveness, Library & Learning Support Services, Santiago Canyon College
Review institutional research activities and results Review resource development initiatives	President of Academic Senate, Santa Ana College & Santiago Canyon College. One president shall serve as committee Co- chair for two-year term (alternating between the colleges)
	Two faculty members appointed by each Academic Senate, Santa Ana College and Santiago Canyon College
	A faculty member appointed by FARSCCD
	Three Classified representatives appointed by CSEA (District Office, Santa Ana College and Santiago Canyon College)
	Student representatives (Santa Ana College and Santiago Canyon College, when possible)



Planning and Organizational Effectiveness Committee Evaluation of 2020-21 Committee Goals and Accomplishments & Creation of 2021-22 Goals

2020-21 Committee Goals

- Complete the update of the RSCCD Planning Design Manual
- Develop plan to ensure implementation of the RSCCD Comprehensive Master Plan
- Complete first year progress report for the 2019-2022 RSCCD Strategic Plan
- Develop districtwide Enrollment Management Reports
- Align POE and FRC Planning Calendars
- Complete Institutional Effectiveness Partnership Initiative (IEPI) Project

2020-21 Committee Accomplishments

- Completed revision of the RSCCD Planning Design Manual
- Developed a plan to ensure implementation of the RSCCD Comprehensive Master Plan (Strategic Plan) using Team to centralize the collection of data and information needed to support each objective
- Completed first year progress report for the 2019-2022 RSCCD Strategic Plan and presentation to the Board of Trustees
- Expanded and diversified POE membership to include noncredit and student services leadership
- Revamped the Districtwide Enrollment Management Workgroup (DEMW) (with diverse representation) and the creation of many reports to assist staff/administration with their work
- Alignment of POE and FRC Planning Calendars that is now included in the Planning Design Manual
- Completion of Institutional Effectiveness Partnership Initiative (IEPI) Project
- Closer alignment of district and college initiatives in that POE has been instrumental for conversations and a more collaborative approach to accreditation, guided pathways, planning, enrollment management, etc.

2021-22 Committee Goals

- Oversee and guide the development of updating the districtwide Comprehensive Master Plan
 - Better alignment and integration of college strategic planning processes and the districtwide strategic planning process
- Complete second year progress report for the 2019-2022 RSCCD Strategic Plan and presentation to the Board of Trustees
 - O Review of data for each strategic objective to ensure changes are made in a timely manner; thereby impacting outcome sooner, if needed
- Oversee and guide the work of DEMW in building the enrollment management data warehouse, including completion of data dictionary, reports, and visual dashboards to encourage the use of data in districtwide planning
- Support the work of the Board Institutional Effectiveness Committee
- Communicate the RSCCD Functions/Mapping of Responsibilities to college and district employees to ensure everyone understands their roles and responsibilities for a more efficient and effective operation.

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
Submitted									
Congressionally Directed Spending (Earmark) Feinstein and Padilla \$4.9 million	SCC – Dr. Pamela Ralston	#1, #2, #3 and #4	April 6, 2022	Submitted	November 2022	No	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.	No	No. Less than 1 week to submit for opportunity.
Congressionally Directed Spending (Earmark) Correa \$2.5 million	Dr. Annebelle Nery	#1, #2, #3 and #4	April 13, 2022	Submitted	November 2022	No	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 un- employed workers to career training that leads	No	No less than 1 week to submit for opportunity.

Updated: August 2022

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
							to in-demand jobs in the region.		
Recovery & Equity Regional Plan (RERP) CCCCO allocated \$10 million for the community colleges participation in RERP \$100,000 Sub-award, as OC Workforce Development Board is the applicant	Non-Credit – Lorena Chavez, Osiel Madrigal	Goals #1, #2, #3, #4	May 6, 2022	UPDATE: OC Workforce Development Board awarded; waiting for CCCCO to determine the CC partners allocations.	June 2022	No	Non-credit IT Training program would be offered to clients of the OC WDB, Santa Ana WDB and Anaheim WDB.	No	Yes
U.S. Department of Education, Upward Bound Math & Science \$250,000 per year for 5 years	SCC – LaKyshia Perez	Goals #1, #2, #3, #4	June 3, 2022	UPDATE: Awarded.	Summer 2022	No	Continue existing program to provide college prep services for low-income, first-generation students and students with disabilities, who want to pursue STEM majors.	No	Yes
U.S. Department of Education, Title V – HSI \$600,000 year each year for 5 years	SCC – Dr. Melba Castro	Goals #1, #3, and #4	June 6, 2022	Submitted	September 2022	No	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.	Yes	Yes
U.S. Department of Education, Veterans Upward Bound \$250,000 per year for 5 years	SAC Veterans SAC – Mark Canett	Goals #1, #2, #3, #4	June 10, 2022	Submitted	September 2022	No	Continue existing program to provide college prep services for veterans who are low-income, first-generation and/or have disabilities.	No	Yes
U.S. Department of Education CCAMPIS (Child Care Access Means Parents in School) 1% of Pell Award to the school	DO – Janneth Linnell	Goals #1 and #3	July 12, 2022	Did not submit	October 2022	No	Create child care slots for student parents at SAC and/or SCC, for low- income student parents that enroll full-time each semester.	No	Pending

Updated: August 2022

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
OCDE, K-16 Collaborative Estimated at about \$250,000 million for the region. SAC and SCC would be sub-awardees.	SAC – Jeffrey Lamb. SCC – Melba Castro, Elizabeth Arteaga DO – Cheng-Yu	Goals #1, #2, #3, #4	July 18, 2022	Update: OCDE approved all applications submitted by DO, SAC and SCC. Funding amounts still to be determined.	June 2022	No	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.	Expectation that pathways will be maintained, as well as continued implementation of effective recommendations.	Yes
Community Economic Resilience Fund (CERF) \$5 million	DO – Dr. Alex Davis and Sarah Santoyo	Goals #1, #2 and #4	Planning Phase Application due July 25, 2022	Submitted	September 2022	No	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.	No	Yes
United States Citizenship and Integration Grant Program Up to \$250,000 Sub-award	CEC – Song Hong	Goals #1 and #2	August 5, 2022	Submitted as a sub-grantee	October 2022	20%	Provide high-quality citizenship preparation services.	No	Yes
Fall 2022 U.S. Department of Education Basic Needs for Postsecondary Students up to \$950,000 over three years (estimated only 8 awards)	SAC – Dr. Hubbard SCC – Dr. Castro	Goals #1, #2, #3 and #4	October 3, 2022	Planning	January 2023	No	Implement a systemic, evidence-based approach to addressing students' basic needs through cross-agency collaboration and community engagement to improve underserved students' academic achievement and completion rates.	No	Pending

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National Science Foundation

<u>Improving Undergraduate STEM Education: HSIs (Due 9/30/2022)</u>

<u>Goals</u>: Enhance the quality of undergraduate science, technology, engineering, and mathematics (STEM) education and to increase the recruitment, retention, and graduation rates of students pursuing associates or baccalaureate degrees in STEM.

<u>Strategies to support building capacity at HSIs</u> through innovative approaches: to incentivize institutional and community transformation; and to promote fundamental research (i) on engaged student learning, (ii) about what it takes to diversify and increase participation in STEM effectively, and (iii) that improves our understanding of how to build institutional capacity at HSIs.

<u>Intended outcomes</u>: Broadening participation of students that are historically underrepresented in STEM and expanding students' pathways to continued STEM education and integration into the STEM workforce. Tailored initiatives, policies, and practices (mindful of sociocultural awareness) that meet the students' needs and institutions' expectations while advancing undergraduate students at HSIs toward higher levels of academic achievement in STEM.

3 HSI program tracks:

Track 1 (20-40 awards; single institution \$200,000; collaborative \$300,000; up to 3 years): Planning or Pilot Projects (PPP): New to NSF.

Track 2 (up to 15 awards; single institution \$500,000; collaborative \$800,000; 3-5 years): Implementation and Evaluation Projects (IEP): Supports the implementation of evidence-based unit-, department-, or multi-department-level activities that will enhance the quality of undergraduate STEM education. These projects may design and implement a new educational practice or practices, and/or adapt/replicate evidence-based practices that are already known to be effective. IEP may conduct research that promotes one or more of the HSI program goals, including research on indicators of effective and successful undergraduate STEM education at HSIs. These projects must include both project evaluation and dissemination components, as well as an education research component. The IEP strategies are expected to be institutionalized and sustainable.

Track 3 (3-7 awards; up to \$3,000,000; 5-year projects): Institutional Transformation Projects (ITP). Track 3, ITP, is motivated by work on organizational identities for HSIs that suggest that organizational culture and identity play a key role in the success of an HSI in promoting student success in STEM. Supports institution-wide structural or systemic changes to enhance undergraduate STEM education at the proposing HSI. The ITP must be grounded in

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STEM education research and broadening participation research and be designed to make institutional infrastructure and policy changes to support long-term institutional changes that encourage and support faculty in implementing evidence-based practices that enhance student outcomes in STEM at the proposing HSI. Under the ITP track, research (including foundational research) that improves our understanding of how to build HSI institutional capacity in STEM is encouraged. Such research should result in a strategic understanding about how the multiple components of the HSI program goals work synchronously to advance STEM education. All institution types are encouraged to apply, especially PUIs (including community colleges). Proposed activities can include adaptation of evidence-based strategies and/or the design and implementation of innovative strategies. The ITP must include both project evaluation and dissemination components, as well as an education research component.

Advanced Technological Education (ATE) (Due 10/6/2022)

Grant supports the education of technicians for the high-technology fields that drive our nation's economy. The program involves partnerships between academic institutions (grades 7-12, IHEs), industry, and economic development agencies to promote improvement in the education of science and engineering technicians at the undergraduate and secondary institution school levels. The ATE program supports curriculum development; professional development of college faculty and secondary school teachers; career pathways; and other activities. The program invites applied research proposals that advance the knowledge base related to technician education. It is required that projects be faculty driven and that courses and programs are credit bearing, although materials developed may also be used for incumbent worker education. Up to \$650,000 over three years.

INCLUDES (ATE) (Due 10/25/2022)

Purpose: With this solicitation, NSF continues to offer opportunities to propose projects that:
a) contribute rigorous research to the knowledge base about broadening participation in STEM and b) motivate and accelerate collaborative efforts to advance equity, sustain systemic change, and demonstrably broaden participation in STEM, especially in STEM fields that lack diversity. Researchers and practitioners with experience and expertise in institutions committed to broadening participation are strongly encouraged to consider this opportunity. Proposals must align with the four NSF INCLUDES key principles, described below: (1) broadening participation in STEM, (2) enabling sustainable change in systems, (3) scaling up outcomes in ways that advance equity, and (4) building collaborative infrastructure. These key principles should be integrated throughout proposals and should align with the proposed activities.

Design & Development Launch Pilots (only up to 2 awards; \$600,000; 2 years): Explore new strategies and models for collaborative approaches to broadening participation in STEM. Successful proposals will identify a specific broadening participation challenge to address, measurable objectives, and collaborative partners, with explanation of the role of each

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partnering individual or organization. Successful pilot projects will test and deliver models that enable new collaborative efforts or new approaches to advance equity and broaden participation in STEM. DDLP activities should engage appropriate communities in testing the feasibility of a process for change, building infrastructure for collaborative change, and identifying potential mechanisms for sustaining the efforts. Teams of organizations might come together locally, regionally, nationally, by disciplinary focus, or by other multi-sector categories. Early in the first year, partners are expected to refine their collective commitment to a common set of objectives and plans to achieve them. No later than the second year, successful teams are expected to carry out and report on results and share findings with the National Network and other stakeholders. DDLPs should facilitate innovative partnerships, networks, and theories of action for broadening participation in STEM, with the goal of establishing future alliances, centers, or other large-scale networks. DDLPs can explore and build capacity for the development.

U.S. Department of Education

Postsecondary Student Success Grant (due 10/11/2022)

Program Purpose: Promote postsecondary completion for students close to completion, whether for students currently enrolled in higher education, students who are no longer enrolled because of challenges they faced during the COVID-19 pandemic and close to completion, or both. Institutions may opt to supplement or expand <u>evidence-based and data-driven activities</u> to support retention and completion for both groups. This program aims to improve student outcomes, including retention, transfer, credit accumulation, and completion, by augmenting <u>evidence-based activities</u> that are already underway at eligible institutions of higher education (IHEs).

Absolute Priority (must be addressed or will not be reviewed): Projects are designed to improve postsecondary student outcomes and are supported by evidence that meets the conditions in the definition of "promising evidence". Applicants must identify one or more of the proposed activities (project components) that meet the promising evidence standard and include a logic model that demonstrates the relationship between such proposed activities and the relevant outcomes the project is designed to achieve.

Invitational Priority: Applications from community colleges.

Award Range: \$600,000 - \$1,000,000; no match

Data to be submitted with application: must provide the annual percentage of stop-out

students for 2017-2021.

Performance Period: 24 months. **Number Estimated to be Funded:** 5-8

Updated: August

Updated: August

Grant Schedule

Summary Sheet of Positions related to grant and contract proposals

Grant	Staff proposed in grant applications
CERF	OCRC – one position
	Resource Development – Special Project Specialist
Office of Public	Not known at this time. OCDE needs to determine the
School Construction	allocation which will influence staffing.
K16 Educational	
Collaborative	
Congressionally	Not known at this time.
Directed Spending	
Office of Public	Not known at this time. OCDE needs to determine the
School Construction	allocation which will influence staffing.
K16 Educational	
Collaborative	
Basic Needs Grant	Not known at this time.
Congressionally	Not known at this time.
Directed Spending	
Recovery & Equity	Instruction and counseling – hourly
Regional Plan – sub-	Equipment to operate the IT training project
award from OC WDB	
UCSIC Citizenship	Not known at this time
and Integration Grant	
Office of Public	Not known at this time. OCDE needs to determine the
School Construction	allocation which will influence staffing.
K16 Educational	
Collaborative	
Basic Needs Grant	Not known at this time.
	CERF Office of Public School Construction K16 Educational Collaborative Congressionally Directed Spending Office of Public School Construction K16 Educational Collaborative Basic Needs Grant Congressionally Directed Spending Recovery & Equity Regional Plan – subaward from OC WDB UCSIC Citizenship and Integration Grant Office of Public School Construction K16 Educational Collaborative