



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

**A G E N D A**

**Wednesday, May 22, 2024, 3:30 pm – 5:00 pm**

<https://rscgd-edu.zoom.us/j/88439883333> OR dial 1-669-444-9171 / 884 3988 3333#

- I. WELCOME/CALL TO ORDER**
- II. \*APPROVAL OF MINUTES – Action**
  - a. April 24, 2024, regular meeting
- III. DISTRICT COUNCIL**
  - a. Update to May 6, 2024, meeting
  - b. Next meeting: June 3, 2024
- IV. CO-CHAIR ELECTION – Discussion / Action**
- V. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) / RSCGD COMPREHENSIVE MASTER PLAN, DISTRICT SERVICES AND OPERATIONS PLAN & COLLEGE EDUCATIONAL MASTER PLANS – Updates**
  - Next meeting: May 29, 2024
- VI. \*GRANT DEVELOPMENT SCHEDULE – Information**
  - a. New Resource Development Initiatives
- VII. \*2024-2025 MEETING SCHEDULE – Information**
- VIII. OTHER**

*NEXT MEETING:* **Wednesday, June 26, 2024, 3:30-Virtual by Zoom**

*\*attachment provided*

**POE COMMITTEE MEMBERS:**

Matthew Beyersdorf • Claire Coyne • Dr. Vaniethia Hubbard • Dr. James Kennedy • Tara Kubicka-Miller • Dr. Jeffrey Lamb • Veronica Munoz • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Christopher Sweeten • Aaron Voelcker

## **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 – 2024 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.

*Extension of goals 2013-2024 approved POE 4/26/23*



**PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE**  
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**Minutes**

**Wednesday, April 24, 2024**

Present: Matthew Beyersdorf • Claire Coyne • Dr. Vaniethia Hubbard • Dr. James Kennedy • Tara Kubicka-Miller • Dr. Jeffrey Lamb • Veronica Munoz • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Dennise Rusk • Craig Rutan • Christopher Sweeten • Aaron Voelcker  
Patricia Duenez present as record keeper  
Guests: Iris Ingram, Dr. Chi-Chung Keung, Dr. Jeannie Kim, Dr. Daniel Martinez

Mr. Perez convened the meeting virtual by Zoom at 3:34 pm.

**I. WELCOME**

Mr. Perez provided welcoming remarks.

**II. \*APPROVAL OF MINUTES – Action**

a. March 27, 2024, regular meeting

It was moved by Claire Coyne; seconded by Ms. Pham and with abstentions from Matthew Beyersdorf and Roxana Pleitez, to approve March 27, 2024, minutes.

Discussion ensued on procedures related to roll call and vote for district governance participatory committees as these are not subject to the Brown Act. Although not required, Brown Act procedures are done as a best practice but, not because it is required. Mr. Perez tasked himself to bringing topic to Chancellor's Cabinet. Mr. Rutan will bring up at next District Council meeting.

*Dr. Jeffrey Lamb, Veronica Munoz and Christopher Sweeten were not present at the vote.*

**III. DISTRICT COUNCIL**

a. Update to April 8, 2024, meeting

b. Next meeting: May 6, 2024

Mr. Perez and Mr. Rutan reported on April 8, 2024, meeting.

**IV. \*RSCCD COMPREHENSIVE MASTER PLAN – Discussion / Action**

Ms. Pham reported draft plan was shared at February 28, 2024 POE meeting. All feedback was received and incorporated.

It was moved by Ms. Coyne; seconded by Mr. Rutan and carried unanimously to approve the RSCCD Comprehensive Master Plan.

Plan will move forward for review and approval at May 6, 2024 District Council meeting.

**V. \*GRANT DEVELOPMENT SCHEDULE – Information**

a. New Resource Development Initiatives

Question was raised question on SCC's apprenticeship grants that SAC also have applied to.

Mr. Perez will connect with Ms. Santoyo.

**POE COMMITTEE MEMBERS:**

Matthew Beyersdorf • Claire Coyne • Dr. Vaniethia Hubbard • Dr. James Kennedy • Tara Kubicka-Miller • Dr. Jeffrey Lamb • Veronica Munoz • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Christopher Sweeten • Aaron Voelcker

**VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) UPDATE - Information**

a. May 29, 2024

Ms. Pham reported 4 plans will be on agenda for review and approval.

- RSCCD Comprehensive Master Plan 2024 - 2032
- RSCCD District Services and Operations (DSO) Plan 2024 - 2028
- Santa Ana College Educational Master Plan 2024 - 2028
- Santiago Canyon College Educational Master Plan 2024 - 2032

*By chat: Dr. Kim shared she will be present and asked Mr. Rutan and Dr. Parks be present.*

*Mr. Perez tasked himself to connect with presidents on who they want present at BIEC but strongly encouraged senate presidents be in attendance.*

**VII. OTHER**

Mr. Perez reported he and Mr. Rutan have discussed committee membership and will come back with recommendation at next month's meeting and follow-up with recommendations on Chancellor's Cabinet agenda.

Mr. Rutan shared next meeting's agenda to have listed election of new co-chair. Mr. Coyne is co-chair by default.

Next meeting is scheduled for Wednesday, May 22, 2024, virtual by Zoom.

*\*attachment provided*

Mr. Perez adjourned the meeting at 3:51 pm.

Approved: \_\_\_\_\_

## RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institutionalization?	District/College authorized submission
<b>Submitted</b>									
DOL Strengthening Community Colleges Training \$1.75 million	SCC – Jason Parks, Christopher Sweeten, Jose Vargas	Goals 1, 2, 3 and 4	Nov. 14, 2023	<b>UPDATE: Awarded</b>	Jan. 2024	No	Develop Sector-Based Pathway Programs in partnership with employers	No	Yes
EPA Innovative Water Infrastructure Workforce Development Grant \$250,000 - \$10 million	SCC – Jason Parks	Goals 1, 2, 3 and 4	Nov. 17, 2023	Submitted	Jan. 2024	25%	Career training program to address regions workforce development needs and provide access to employment opportunities through apprenticeships, occupational training/cross-training/mentoring, and/or leadership development training for water and wastewater utility workers.	No	Yes
CA Dept. of Healthcare Access and Information, Song-Brown Capitation \$450,000	SAC – Mary Steckler	Goals 1, 2 and 3	Nov. 2023	<b>UPDATE: Awarded</b>	Jan. 2024	20%	Implement support and instructional services to increase under-represented students' success in and completion of the nursing program.	No	Yes
CalOptima Health Workforce Development Fund	Behavior Technician Project – Chrissy Gascon	Goals 1, 2, 3 and 4	Jan. 31, 2024	<b>UPDATE: Awarded</b>	February 2024	No	Pilot an incentive model for graduates of the program to persist in as behavior technicians.	No	Yes
	Lactation Educator Specialist Project – Chrissy Gascon	Goals 1, 2, 3 and 4	Jan. 31, 2024	<b>UPDATE: Not Awarded</b>	February 2024	No	Work with BreastfeedLA to establish clinical sites with CalOptima providers to serve as clinical sites for students in the Lactation Educator program.	Yes – clinical site agreements to be maintained	Yes
	Licensed Vocational Nurse Project – Chrissy Gascon	Goals 1, 2, 3 and 4	Jan. 31, 2024	<b>UPDATE: Awarded</b>	February 2024	No	Refurbish a classroom to provide an accredited LVN program at SCC.	Yes	Yes

## RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
	Medial Assistant Project – Chrissy Gascon	Goals 1, 2, 3 and 4	Jan. 31, 2024	<b>UPDATE: Awarded</b>	February 2024	No	Refurbish a classroom to provide an accredited medical assistant program at SCC.	Yes	Yes
California Department of Apprenticeship Standards California Opportunity Youth Apprenticeship (COYA) \$500,000 - \$2 million	SCC – Arteaga, Foley, Dennis	Goals 2, 3 and 4	March 15, 2024	Submitted	June 2024	No	Enhance support and resources to participants in the Early Child Educator Apprenticeship program.	No	Yes
Congressionally Directed Spending Proposals – Correa	SAC –Correa Dr. Nery	Goals 3 and 4	March 22, 2024	Submitted	Fall 2024	No	Project to support Criminal Justice apprenticeship programs.	No	Yes
Congressionally Directed Spending Proposals – Correa	SAC – Dr. Nery	Goals 2, 3, and 4	March,22 2024	Submitted	Fall 2024	No	Project to improve the instructional spaces for the Automotive, Diesel and Manufacturing programs.	No	Yes
Congressionally Directed Spending Proposals – Correa	SAC – Dr. Nery	Goals 2, 3, and 4	March,22 2024	Submitted	Fall 2024	No	Project to develop a Precision Optics Technician program.	No	Yes
Congressionally Directed Spending Proposals – Padilla/Rep. Kim	SCC – Umberg / Kim Dr. Kim	Goals 2, 3, and 4	March 29, 2024	Submitted	Fall 2024	No	Project to support Water/Wastewater Technology programs	No	Yes
California Water, Wastewater and Energy Workforce Development Consortium Grant Up to \$750,000	SCC – Jason Parks, and Prof. Jeffrey Dennis	Goals 2, 3, and 4	March 29, 2024	<b>UPDATE: Invited to interview.</b>	June 2024	No	Provide a workforce training program that will produce 70 graduates who are employed in the Water and Wastewater industry.	Yes	Yes
<b>Spring/Summer 2024</b>									

### RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
<p>U. S. Department of Energy Clean Energy and Manufacturing Workforce Training and Tech. Asst.</p> <p>Planning and Capacity-Building: \$100,000-\$200,000, 12 months, 10-20</p> <p>IAC Execution and Scale: \$500,000 - \$2,000,000, 36 months, 4-16</p> <p>IAC Consortia: \$4,000,000 - \$7,000,000, 36 months, 2-3</p>	SCC: Elizabeth Arteaga, Denise Foley	Goals 1, 2, 3, 4	May 16, 2024	Writing	Sept/Oct 2024	No	The college would implement a Planning and Capacity-Building project to convene employers, faculty and administrators to design a work-based learning/ internship, apprenticeship program involving its water/wastewater technology program and public works programs. DOE's Office of Manufacturing and Energy Supply Chains (MESC) and Office of Energy Justice and Equity (EJE) aim to <b>support community and technical colleges...</b> to (A) provide job training while (B) helping small and medium-sized manufacturers (SMMs) save money, reduce energy waste, and improve productivity and worker well-being.	No	Pending
U.S. Department of Education TRIO Student Support Services \$1,361,820 (\$272,364 per year for 5 years)	SAC: Veronica Hurtado (SSS-Reg)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 140 low-income, first-generation and disabled students to improve their retention and success in college.	No	Pending
	SAC: Brenda Estrada (SSS-Vets)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 120 low-income, first-generation and disabled veteran students to improve their retention and success in college.	No	Pending
	SCC: LaKyshia Perez (SSS – Reg)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 140 low-income, first-generation and disabled students to improve their success in college.	No	Yes

### RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institutionalization?	District/College authorized submission
	SCC: LaKyshia Perez (SSS – Vets)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 120 low-income, first-generation and disabled students to improve their success in college.	No	Yes
	SCC: LaKyshia Perez (SSS – STEM)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 120 low-income, first-generation and disabled students who are STEM majors to improve their retention and success in college.	No	Yes
	SCC: LaKyshia Perez (SSS – Teacher Prep)	Goals 1, 3, 4	July 15, 2024	Planning	Sept/Oct 2024	No	Continue to provide services to support 140 low-income, first-generation and disabled students to improve their retention and success in college.	No	Yes
<b>Fall 2024</b>									
DOL YouthBuild \$700,000 - \$1.5 million	SAC SCC	Goals 1, 2, 3 and 4	2025	Planning for next year's competition	May 2024	25%	Provide a pre-apprenticeship program model as a community-based alternative educational program for youth aged 16-24 who left high school prior to graduation.	No	

GRANT OPPORTUNITIES IDENTIFIED THROUGH DC TRIPS					
Agency	Opportunity	Purpose	Align with college or district priorities	Award Range	Due Date
NASA	MUREPS	MUREP INCLUDES coalitions endeavor to apply numerous approaches to expand the awareness and involvement of URM students in engineering with a focus on cultural competence. MUREP INCLUDES implements activities explicitly to heighten students' engineering skills; develops a pool of engineers in fields relevant to NASA; supports the design and deployment of new engineering courses and/or degree programs; infuses NASA content into engineering curriculum; provides authentic and diverse research experiences for students; enables educators to present engineering concepts	Colleges seek to improve enrollment, success and completion of STEM programs.	Up to \$1.2 million	June 6, 2024



## RSCCD Resource Development Grant Development Schedule

GRANT OPPORTUNITIES IDENTIFIED THROUGH DC TRIPS					
Agency	Opportunity	Purpose	Align with college or district priorities	Award Range	Due Date
		and activities to students effectively; empower students into transitioning into engineering degrees through bridging programs, and capstone projects; and disseminates MSI-led coalitions successes through conference papers/journal/publication. Finally, the various coalition projects seek to provide improved access for URMs in engineering fields, establish inclusive environments, deliver culturally diverse activities, and offer novel approaches to retain URMs in engineering degree pathways.			
Opportunities applied for that were identified in 2023					
<i>Congression-ally-Directed Spending</i>	Cong. Correa	Upgrade career education classrooms to provide training that is state-of-the-art and aligned with industry standards and priorities.	Provide low-income students access to high-quality career education that leads to high-wage jobs	Applied for \$2 million	Spring 2023
<i>EPA</i>	Innovative Water Infrastructure Workforce Development Grant	(1) assist in the development and use of innovative activities relating to water workforce development and career opportunities in the drinking water and wastewater utility sector, and (2) expand public awareness about drinking water and wastewater utilities.	Develop SCC's Water/Wastewater Technology Program	Applied for \$6 million	Nov. 17, 2023

## RSCCD Resource Development Grant Development Schedule

### U.S. Department of Agriculture

#### Agriculture and Food Research Initiative (AFRI) Competitive Grants Program Education and Workforce Development (EWD)

**Due Date:** Expected 9/12/24

**Maximum Award:** \$500,000

**Term:** 36-48 months

AFRI is America's flagship competitive grants program that provides funding for fundamental and applied research, education, and extension projects in the food and agricultural sciences. In 2023, the National Institute of Food and Agriculture (NIFA) released the RFA for FY 23 and FY 24 for AFRI's EWD program area to support:

- 1) professional development opportunities for K-14 educational professionals;
- 2) non-formal education that cultivates food and agricultural interest in youth;
- 3) workforce training at community, junior, and technical colleges;
- 4) training of undergraduate students in research and extension; and
- 5) fellowships for predoctoral candidates and postdoctoral scholars

### U.S. Department of Labor

#### Women in Apprenticeship and Nontraditional Occupations (WANTO) Technical Assistance Grant

**Due Date:** 6/10/2024

**Award:** \$350,000 - \$750,000

This program aims to provide technical assistance (TA) to employers (which may include public sector entities) and labor unions in the United States and its territories to encourage employment of women in both apprenticeable occupations and nontraditional occupations (A/NTO), specifically in the following ways: Developing (establishing, expanding, and/or enhancing) pre-apprenticeship, youth apprenticeship, Registered Apprenticeship (as defined in Appendix B "Acronyms and Definitions"), or other nontraditional skills training programs designed to prepare women for careers in A/NTO; Providing ongoing orientations or other resources for employers, unions, and workers on creating a successful environment for women in A/NTO; and/or Setting up support groups, facilitating networks, and/or providing supportive services (as defined in section IV.E.3) for women in A/NTO to improve their retention. Applicants may propose to provide technical assistance to support women's participation and success in the full range of industries in which women are historically underrepresented or where women are disproportionately concentrated in the lower-wage occupations. Such industries include, but are not limited to; advanced manufacturing, construction, energy, health care, information technology, finance, and transportation. Applicants with experience working with or as an equity intermediary are encouraged to apply, as well as applicants with a proposed focus on expanding outreach/recruitment to historically underrepresented communities, including but not limited to women of color and women with disabilities, women at or below the federal poverty line, formerly incarcerated women, immigrant women, transgender women, and women who live in rural geographic areas. Applicants that plan to accelerate local or state government agency efforts to increase women's inclusion and equity in projects

## **RSCCD Resource Development Grant Development Schedule**

funded through the Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law or BIL), CHIPS and Science Act, Inflation Reduction Act, or other federal funding are also encouraged to apply. For the purposes of this FOA, the term "woman" or "women" is to be interpreted in the most inclusive manner with participant eligibility to be inclusive of transgender women and non-binary individuals.

**Grant Schedule  
Summary Sheet of Positions Related to Grant/Contract Proposals**

#	Funder	Site	Grant Title/Project	Proposed Positions
1.	CalOptima	SCC	Healthcare Pathway - Licensed Vocational Nursing (Noncredit)	<ul style="list-style-type: none"> <li>• Job Developer (1 FTE @ 25%)</li> <li>• Senior Account Clerk (1 FTE @ 35%)</li> </ul>
2.	CalOptima	SCC	Healthcare Pathway - Medical Assistant (Noncredit)	<ul style="list-style-type: none"> <li>• Job Developer (1 FTE @ 25%)</li> <li>• Senior Account Clerk (1 FTE @ 35%)</li> </ul>
3.	CalOptima	SCC	Healthcare Pathway - Behavior Technician	<ul style="list-style-type: none"> <li>• Job Developer (1 FTE @ 25%)</li> <li>• Senior Account Clerk (1 FTE @ 15%)</li> </ul>
4.	CalOptima	SCC	Healthcare Pathway - Lactation Education	<ul style="list-style-type: none"> <li>• Job Developer (1 FTE @ 25%)</li> <li>• Senior Account Clerk (1 FTE @ 15%)</li> </ul>
5.	EPA	SCC	Water Workforce Development	<ul style="list-style-type: none"> <li>• Dean of Apprenticeships 25%</li> <li>• Project Director 50%</li> <li>• Student Services Coordinator 19 hours on-going</li> <li>• Job Developer 19 hours on-going</li> </ul>
6.	DOL	SCC	Strengthening Community Colleges Training	<ul style="list-style-type: none"> <li>• Dean of Apprenticeship 20%</li> <li>• Project Director 100%</li> <li>• Student Services Coordinator 100%</li> <li>• Outreach Specialist 100%</li> <li>• Job Developer 100%</li> </ul>
7.	CA Department of Industrial Relations	SCC	California Opportunity Youth Apprenticeship (COYA) – Water/Wastewater Technology Apprenticeship Planning Grant	<ul style="list-style-type: none"> <li>• 50% Director of Special Programs</li> <li>• 50% Student Services Coordinator</li> <li>• (4) Faculty beyond contract/hourly curriculum development and facilitation</li> </ul>
8.	CA Water, Wastewater and Energy Workforce Development Consortium Grant	SCC	Water, Wast	<ul style="list-style-type: none"> <li>• Job Developer</li> <li>• Faculty overload/hourly</li> <li>• Project Support</li> </ul>
9.	U.S. Department of Energy	SCC	Clean Energy and Manufacturing Workforce Training and Technical Assistant	<ul style="list-style-type: none"> <li>• Project Support hourly</li> </ul>
10.	U.S. Department of Education	SAC	TRIO Student Support Services - Regular	<ul style="list-style-type: none"> <li>• Est. 50% Director, 100% Coordinator, tutors</li> </ul>
11.	U.S. Department of Education	SAC	TRIO Student Support Service - Vets	<ul style="list-style-type: none"> <li>• Est. 50% Director, 50% Coordinator, tutors</li> </ul>

**Grant Schedule**  
**Summary Sheet of Positions Related to Grant/Contract Proposals**

#	Funder	Site	Grant Title/Project	Proposed Positions
12.	U.S. Department of Education	SCC	TRIO Student Support Services - Classic	• Est. Director 25%, Coordinator 25%, tutors
13.	U.S. Department of Education	SCC	TRIO Student Support Services - Vets	• Est. Director 25%, Coordinator 25%, tutors
14.	U.S. Department of Education	SCC	TRIO Student Support Services – STEM	• Est. Director 25%, Coordinator 25%, tutors
15.	U.S. Department of Education	SCC	TRIO Student Support Services – Teacher Prep	• Est. Director 25%, Coordinator 25%, tutors



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Santa Ana College • Santiago Canyon College

**PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE**

*“The Mission of POE is to serve as the district level planning and accreditation oversight and coordinating committee that makes recommendations to District Council.”*

**2024-2025 MEETING SCHEDULE**

**Location: Zoom or DO-Conference Room TBD**

**Time: 3:30pm-5:00pm\***

*\*or as noted on agenda*

<b>2024</b>	<b>2025</b>
Wednesday, July 24	Wednesday, January 22
Wednesday, August 28	Wednesday, February 26
Wednesday, September 25	Wednesday, March 26
Wednesday, October 23	Wednesday, April 23
Wednesday, November 20 <i>(due to Thanksgiving holiday)</i>	Wednesday, May 28
Wednesday, December 18 <i>(due to winter break)</i>	Wednesday, June 25