



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

**MINUTES**

**Wednesday, March 27, 2024, 3:30pm-5:00pm Virtual by Zoom**

Present: Morrie Barembaum for Matthew Beyersdorf • Claire Coyne • Dr. Vaniethia Hubbard • Dr. James Kennedy • Dr. Jeffrey Lamb • Tara Kubicka-Miller • Veronica Munoz • Enrique Perez • Nga Pham • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Aaron Voelcker  
Guests: Dr. Annebelle Nery, Iris Ingram, and Dr. Daniel Martinez  
Patricia Duenez present as record keeper.

Mr. Perez called the meeting to order at 3:34 pm.

**I. WELCOME**

Mr. Perez provided welcoming remarks.

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

a. February 28, 2024, regular meeting

It was moved by Claire Coyne; seconded by Craig Rutan, and by roll call vote with abstention from Morrie Barembaum to approve February 28, 2024, minutes.

*Ms. Kubicka-Miller arrived at this time.*

**III. DISTRICT COUNCIL**

a. Update to March 4, 2024, meeting

b. Next meeting: April 8, 2024

Mr. Rutan reported on action items from the March 4, 2024, meeting.

**IV. RSCGD COMPREHENSIVE MASTER PLAN, DISTRICT SERVICES AND OPERATIONS PLAN & COLLEGE EDUCATIONAL MASTER PLANS – Updates**

Ms. Pham provided updates. Next steps for RSCGD Comprehensive Master Plan: on April's POE agenda for final reading and action for approval. Next for approval is District Council's May meeting, to BIEC approval late May, then Board of Trustees approval at 1<sup>st</sup> meeting in June.

Next steps for District Services and Operations Plan: for approval is District Council's May meeting, to BIEC approval late May, then Board of Trustees approval at 1<sup>st</sup> meeting in June. Will be working on implementation plan for DSO for next 4 years.

Dr. Nery reported on next steps for SAC's Educational Master Plan and being on schedule for May District Council approval.

Mr. Rutan shared SCC's activities for sharing and approving college educational master plan; approvals to be done by May 28, 2024.

**Ms. Pham** will reach out to Maria Vicencio on BIEC meeting to be last week of May.

Implementation of plans is critical. Ms. Pham proposed a workgroup for implementation with representation from district and colleges; item will be brought back to POE.

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

a. New Resource Development Initiatives

Item as informational. Any questions are to be forwarded to 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. Tentative May 2024

Ms. Pham will connect with Maria Vicencio so that meeting is scheduled for last week of May.

**VII. OTHER**

Mr. Perez reported he and Mr. Rutan will be reviewing memberships for all district level committees with focus on balance of all stakeholders. Will be brought to POE at later meeting but before June.

Resource Allocation Requests from DSO are going through college processes. These will be brought back to POE in May after they've gone through college processes.

Next meeting scheduled for Wednesday, April 24, 2024, virtual by Zoom.

Mr. Perez called the meeting adjourned at 3:57 pm.

*\*attachment provided*

*Approved: April 24, 2024*