



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 22, 2024, 3:30 pm – 5:00 pm virtual by zoom

Ms. Santoyo called the virtual meeting to order at 3:33 pm.

I. WELCOME/CALL TO ORDER

Present: Kelvin Leeds for Matthew Beyersdorf • Claire Coyne • Dr. James Kennedy • Tara Kubicka-Miller • Veronica Munoz • Nga Pham • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Christopher Sweeten • Aaron Voelcker

Ms. Robinson and Mr. Sweeten were not present at roll call.

Guests: Dr. Daniel Martinez, Dr. Chi-Chung Keung and Mary Law.

Patricia Duenez present as record keeper.

II. *APPROVAL OF MINUTES – Action

a. April 24, 2024, regular meeting

It was moved by Ms. Coyne; seconded by Ms. Pham and by roll call vote with abstention from Ms. Santoyo, to approve April 24, 2024, regular meeting minutes.

III. DISTRICT COUNCIL

a. Update to May 6, 2024, meeting

b. Next meeting: June 3, 2024

Mr. Rutan provided update.

IV. CO-CHAIR ELECTION – Discussion / Action

Election of Co-chair is outlined in membership as one academic Senate President serves as committee Co-chair for two-year term, alternating between the colleges. Ms. Claire Coyne received nomination for co-chair.

Ms. Robinson arrived at this time.

It was moved by Mr. Rutan; seconded by Ms. Pham and carried unanimously to elect Ms. Claire Coyne as Co-chair for a two-year term. Mr. Sweeten was not present for the vote.

Term is effective July 1, 2024.

**V. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) / RSCCD
COMPREHENSIVE MASTER PLAN, DISTRICT SERVICES AND OPERATIONS PLAN &
COLLEGE EDUCATIONAL MASTER PLANS – Updates**

• Next meeting: May 29, 2024

Ms. Pham provided update.

For consistency to name of plans, it was suggested to remove ‘Master’ from title of 4 plans. This is only a title change. Content remains same.

Ms. Coyne by chat: The Santa Ana College Comprehensive Educational Plan

Mr. Voelcker by chat: RSCCD Comprehensive Plan/ SAC Comprehensive Plan / SCC Comprehensive Plan

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

This item was changed to a voting item.

It was moved by Ms. Coyne; seconded by Mr. Rutan and carried unanimously to approve removing ‘Master’ from 4 plans.

Ms. Coyne will reach out to Leisa Schumacher for most updated SAC copy.

Ms. Pham will reach out to Dr. Jason Parks for updated SCC copy.

VI. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

Ms. Santoyo reported on May Grant Schedule and reported her office creating onboarding packages to meet with project managers and administrators.

Mr. Sweeten arrived at this time.

VII. *2024-2025 MEETING SCHEDULE – Information

2024-2025 meeting schedule was on agenda as an informational item.

Discussion ensued on faculty off contract months (January, June, July, and December) and meeting schedule of other participatory governance committees.

It was suggested Co-chairs identify if July meeting is needed. Co-chairs to also identify when in person meeting is needed, depending on agenda items.

Kelvin Leeds by chat: The December 18 meeting is also off contract.

Dennise Rusk: As a student I can't do June and July due to summer classes (and if it is in-person)

It was suggested to move 2024-2025 Meeting Schedule to June agenda for further discussion and vote.

VIII. OTHER

Next meeting scheduled for Wednesday, June 26, 2024, 3:30 pm virtual by zoom.

**attachment provided*

Ms. Santoyo called the meeting adjourned at 4:15 pm.

Approved: June 26, 2024