



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 28, 2023 3:30pm-5:00pm virtual by Zoom

Present: James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Veronica Munoz • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sarah Santoyo • Aaron Voelcker
Patricia Duenez present as record keeper.

Mr. Perez called meeting to order at 3:33pm.

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *APPROVAL OF MINUTES – Action

a. April 26, 2023, regular meeting

It was moved by Mr. Rutan; seconded by Mr. Voelcker to approve the April 26, 2023, regular meeting minutes. Motion carried.

b. May 24, 2023, regular meeting

It was moved by Ms. Pham; seconded by Mr. Rutan to approve the May 23, 2023, regular meeting. Motion carried.

III. DISTRICT COUNCIL UPDATE – Information

a. Update from June 5, 2023, meeting.

b. Next meeting July 10, 2023

Mr. Perez reported on June 5, 2023, meeting. Assumptions to Tentative Budget and AR on Remote Work were key items.

IV. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information

a. Update from June 15, 2023, Meeting

b. Next Meeting September 14, 2023

Discussion ensued on challenges with hiring processes and timelines in People & Culture.

Ms. Pham will forward power point presentation made by People & Culture at the June 15, 2023, BIEC meeting.

V. UPDATE TO RSCCD COMPREHENSIVE MASTER PLAN & COLLEGE EDUCATIONAL MASTER PLANS – Information

Mr. Perez spoke to next steps. Ms. Pham will be working with district researchers during summer on quantitative research for plans.

Mr. Perez is moving forward with RFP in summer to be ready by September.

Mr. Perez spoke to importance of how to better align services from district to truly support educational master plans implementations by the colleges. What services would really help colleges implement their plans? One recommendation Mr. Perez is proposing to consultant is a District Office Services Plan to specifically address how the services from district office will help implement plans at colleges,

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Anaely Guadarrama • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Veronica Munoz • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Michael Taylor • Aaron Voelcker

to measure effectiveness of the services from district office. This component has been missing from previous plans. **Mr. Perez** will share final report once finalized, is working with Vice Chancellor Ingram on RFP with hopes to kick off in September, aiming for RFP placement on August docket.

VI. MEETING SCHEDULE 2023-2024 – Action

Mr. Perez reported on schedule for 2023-24.

It was moved by Ms. Pham; seconded by Mr. Voelcker to approve the 2023-24 meeting schedule. Motion carried.

This is Mr. Isbell's last meeting. Ms. Claire Coyne to attend future meetings.

VII. PLANNING - Information

a. District Office

Ms. Pham reported on planning and work being done with environmental scan, internal and external along with campuses, encompass all aspects of district. **Ms. Pham** will connect with Mr. Voelcker and Dr. Martinez for input on data.

i. I&EP Update

Ms. Pham reported on ITS and Research working together on enrollment management data warehouse and working with vendor Invoke Learning to ensure data inputted is correct and aligned along with PowerBI.

b. Santiago Canyon College

i. Planning Update

Mr. Voelcker reported on planning: ACCJC has approved new accreditation standards and are moving to 8yr accreditation as well.

ii. Enrollment Update

Mr. Voelcker reported on spring and summer enrollment. Summer credit alone up 23.4% headcount. FTES credit and OEC noncredit headcount up 25% collectively, summer collectively up 43%.

c. Santa Ana College

i. Planning Update

Dr. Kennedy reported on academic depts. submitting allocation requests.

ii. Enrollment Update

Dr. Kennedy reported on enrollment: 18,000 FTES compared to 16,000 from last year – noncredit. Summer up 18% credit, noncredit up 17% FTES, unduplicated.

As of today, for summer, noncredit serving more unduplicated headcount than SAC

Discussion ensued related to borrowing and early decision.

Mr. Perez tasked himself to place 'Borrowing/P3' at next Chancellor's Cabinet agenda.

VIII. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

Ms. Santoyo reported on schedule and updates and reported DC trip Mr. Perez was involved in produced 4 proposals ready to write.

Mr. Perez shared related to DC meetings, SCC has a lot of interest on grants and provided Dr. Kennedy and Mr. Voelcker heads up related to USDA meeting.

Questions were raised and answered related to grant process and how one finds out about new opportunities. Mr. Santoyo provides supports services for these areas.

IX. OTHER

Mr. Perez spoke to Membership and tasked **Ms. Pham** to review all Governance Committees memberships. Mr. Perez will bring back item at later time once he reaches out to members.

Discussion ensued related to assessment of committees as they make recommendations not decisions. Next meeting scheduled for Wednesday, July 26, 2023.

Mr. Perez adjourned meeting at 4:33 pm.

Approved 8/23/23