

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway, Santa Ana, California 92706
Office: (714) 480-7489 Fax: (714) 796-3937
Planning and Organizational Effectiveness Committee
Executive Conference Room – Room #102
9:00 a.m. – 10:30 a.m.

Meeting Minutes for November 2, 2012

Members Present: John Didion, Tammy Cottrell, Bonnie Jaros, Corinna Evett, Alex Taber, Rudy Tjiptahadi, Ray Hicks and Aaron Voelcker

Members Absent: Erlinda Martinez, Juan Vazquez, Linda Rose, Enrique Perez, Nga Pham, Aracely Mora, Marti Reiter

The meeting was called to order by Mr. Didion at 9:10 a.m.

Review Minutes of October 9, 2012 Meeting

Deferred to the end of the meeting

Review Draft #2 of Panning Design Manual

Committee reviewed draft 2 of the Planning Design Manual with the following changes made:

- Page 4, last paragraph, instead of abbreviation spell out complete title
- Page 5, 1st paragraph, 5th line, insert “of” before implementation
- Page 5, 1st paragraph, 6th line, delete “as”
- Page 5, 1st paragraph, 7th line, typing error on “The following”
- Page 5, on schematic, change inner loop from District-wide Goals to “RSCCD Goals”, change outer loop from District Process to “RSCCD Process”
- Page 6, 3rd bullet, 3rd line, insert comma after Goals, change that to “which”
- District Services should be upper case throughout document
- Page 9, process for reviewing mission statement to be moved a semester earlier (spring of 2015 and 2019 to fall of 2015 and 2018)
- Page 10, 2nd bullet, insert “which” before articulate
- Page 10, last sentence, change off-site to “other”
- Page 12, 2nd paragraph, insert comma after Goals, change that to “which”
- Page 12, 2nd bullet, insert comma after Goals, change that to “which”
- Page 15, 4th paragraph, change funded to “funding”
- Page 16, February bullet, capitalize 12 Measure of Success
- Page 16, April bullet, budget was cut off at the end of the sentence
- Page 16, April bullet, change and to “and/or” after assumptions
- Page 16, April bullet, have a statement about District Council and the five committees earlier in the document at the Overview of the Planning Design section.
- Page 24, 2nd paragraph, insert “the” before next year’s District Services Administrative Review
- Page 26, September bullet, official name of document placed on hold for next meeting when Nga Pham is available for input

Approval of Planning & Organizational Effectiveness Minutes – October 9, 2012

Mr. Didion called for a motion to approve the Planning & Organizational Effectiveness Minutes of the October 9, 2012 meeting. The motion was moved by Corinna Evett, seconded by Dr. Bonnie Jaros. The motion carried unanimously.

Other

- Draft 3 of the Planning Design Manual is scheduled to go out to the committee by November 13 with feedback due back by November 26
 - Committee will review draft 3 electronically with input sent to John Didion and Bonnie Jaros
- Draft 4 of the Planning Design Manual is scheduled to go out to the committee by the end of November
 - Committee will review draft 4 on December 3rd

ACTION: RSCCD Functions/Mapping of Responsible Chart will be revised by Bonnie Jaros

Adjournment

Mr. Didion adjourned the meeting at 10:03 a.m.

Meeting Schedule

November 29th meeting was rescheduled to Monday, December 3, 2012, 3:30 p.m. - 5:00 p.m., Executive Conference Room