

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**  
Decision Room – #340  
3:30 p.m. – 5:00 p.m.

**Meeting Minutes for February 24, 2016**

The meeting was called to order by Co-Chair, Corinna Evett, at 3:38 p.m.

**Welcome and Introductions**

**Present:** Corinna Evett, Carlos Lopez, Ray Hicks, Bonnie Jaros, Enrique Perez, Nga Pham, Connie Ramos, Craig Rutan, Aaron Voelcker, John Zarske, Aracely Mora, Andre Eng

**Absent:** John Didion, Elliott Jones, Rudy Tjiptahadi

**Minutes**

• **August 26, 2015**

Aaron Voelcker brought up an issue regarding the discussion/conversation the committee had on attempting to align the college planning processes with the district planning processes. Mr. Voelcker noted that this particular discussion had not been posted in the POE minutes. Discussion ensued and a motion to revisit in order to revise the August 26, 2015 minutes for additional details was moved by Bonnie Jaros, seconded by Craig Rutan. The motion carried unanimously.

Motion was made to accept the following revision to the August 26, 2015 minutes: "Discussion occurred regarding/planning budget integration at both district level and the college level. The two issues were the calendar alignment, the colleges need time to incorporate the district priorities into their priorities and a recommendation was made to clarify the role of the Planning and Organizational Effectiveness Committee (POE) and the Fiscal Resources Committee (FRC) in this process so that the calendar was not delayed and POE could send recommendations to District Council." Motion was moved by Aaron Voelcker seconded by Bonnie Jaros.

• **September 23, 2015**

Motion to approve the minutes of the September 23, 2015 meeting was moved by Ray Hicks, seconded by Connie Ramos. The motion carried unanimously.

• **October 28, 2015**

Motion to approve the minutes of the October 28, 2015 meeting was moved by Craig Rutan, seconded by Nga Pham. The motion carried unanimously.

## **Update on Board Planning Meeting**

The following individuals were part of the February 22, 2016 presentation at the Board of Trustee's Annual Planning Session: Bonnie Jaros, Mark Liang, Aaron Voelcker, Enrique Perez, Syed Rizvi, John Weispfenning and Erlinda Martinez. After the presentation which included a slide presentation, the board shared the following goals for future planning sessions:

- Want to see a scatter map of the areas the district serves
- Encouraged looking at facilities for planning purposes – to think about the flexibility of leasing as opposed to purchasing permanent locations in order to give the district mobility to move where the community needs are
- The board wanted to hear from different people and invited everybody to give input
- A comment was made by a trustee that it seems that the board is consulted later in the process and their input is not included in the final revisions and changes
- Suggestion was made to explore growth opportunities in the Adult Education programs
- More in the plan on how the district plans to increase dual enrollment
- Continue to explore new and existing programs in CTE (Career Tech Education) to see what the demand is
- Do another district wide survey to see what the needs are in the community
- Want to look at other areas of the state – what are their best practice in terms of growing adult education
- More modern facilities
- What are the colleges/district ADA plans
- Should the district have a satellite facility in Garden Grove as it did in the past
- How is the plan going to address the population growth in Anaheim, Orange and Santa Ana
- How the facilities look – the aesthetics
- Want to make sure facilities are up to date
- There was good information in the document
- There are some problems in marketing. The district needs to get its story out, especially the positives
- Want to see more data in the planning report.
- Does the district need to readapt
- What are the needs
- What is the strategy to meet those needs

In addressing the need to do a better job in assessing the community, Nga Pham brought up some potential areas the committee could consider in doing a survey. The committee would have to first focus on the areas and what specific information they want in the survey.

- A survey could be created using the booth that is located at the Weisfield Mall in Santa Ana.
- Survey the community members that come to Community Science Night at Santiago Canyon College.
- Survey high school principals where the district already offers classes.

## **Development of 2016-19 Strategic Plan**

As outlined in the Planning Manual, it is time to develop a new Three Year Strategic Plan. The co-chair of POE, Corinna Evett, will recommend to the chancellor at the next District Council

meeting on March 7 that he designate a workgroup that can present at the Shared Governance summit on April 18.

### **UPDATE OF District Planning Portfolios**

Nga Pham reported that the 2013-2015 District Services Planning Portfolios have been closed out/evaluated and posted on the district planning page website. The 2015-2017 portfolios have also been initiated. They need to be reviewed for resources needed and justification. Discussion ensued regarding previous years District Resource Requests. If new requests were not turned in what is the process that is followed? There has to be a meeting that shows the committee met/viewed, discussed and finalized the process. Aaron Voelcker requested an agenda item for the next POE meeting to take a look at Santa Ana and Santiago Canyon college's planning process, resource, prioritization, and timelines to figure out when would be the best point to get district requests into the prioritization process for both colleges.

### **Grant Development Schedule**

Assistant Vice Chancellor of Educational Services Enrique Perez provided a handout and gave an update on the Grant Development Schedule changes.

### **Other**

Bonnie Jaros stated she has updated the Planning Design Manual references to accreditation standards. Bonnie wants to meet with John Didion and Corinna Evett on the updates that have been made before they are presented to the committee.

Next meeting: March 23, 2016

The meeting was adjourned at 4:42 p.m.

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.