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Santa Ana College • Santiago Canyon College

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

A G E N D A

Wednesday, September 23, 2026, 3:30 pm – 5:00 pm

<https://rscdd-edu.zoom.us/j/88439883333> OR dial 1-669-444-9171 / 884 3988 3333#

- I. Call To Order**
- II. *Approval of Minutes – ACTION**
 - a. August 26, 2026, regular meeting
- III. District Council - INFORMATION**
 - a. Last meeting: Monday, August 24, 2026
 - b. Next meeting: Monday, October 5, 2026
- IV. Subcommittee Appointments- Board Policy and Administrative Regulation Process and Recommendation (Purpose / Charge / Membership) – DISCUSSION / ACTION**
- V. DSO Requests for Resource Allocations (RARs) 2027-2028 – DISCUSSION / INFORMATION**
 - a. Business Services / Facility Planning, Construction and Support Services: 1. Facilities Specialist
2. Administrative Clerk
 - b. Educational Services: 1) ITS-Technical Specialist, 2) ITS-Helpdesk Analyst, 3) ITS-Technical Supervisor
 - c. Human Resources: 1) Director

**Next steps: Aligning with the calendar & flowchart, positions are to be brought to college councils for discussion.*
- VI. Update: POE Progress Report RSCCD Comprehensive Plan – DISCUSSION / INFORMATION**
- VII. Student Centered Funding Formula Allocation by College Student Information – DISCUSSION / INFORMATION**
- VIII. Update - Process Regarding Categorically Funded Positions – DISCUSSION / INFORMATION**
- IX. *Grant Development Schedule – INFORMATION**
 - a. New Resource Development Initiatives
- X. OTHER**

NEXT MEETING: **Wednesday, October 28, 2026**

**attachment provided*

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Claire Coyne • Emily Day • Natasha El-Maissi (SCC ASG) • Jannely Garcia (SAC ASG) • Tara Kubicka-Miller • Sarah Fisher for Enrique Perez • Alejandro Moreno • Nga Pham • Roxana Pleitez • Roxzel Soto Tellez • Rita Van Dyke-Kao • Aaron Voelcker

RSCCD Mission Statement

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.

RSCCD Strategic Directions 2024 – 2032

1. Advance the Rancho Santiago Community College District as a proactive and future-focused institution of educational excellence that is equitable, student-centered, and outcomes-focused for the student of today and tomorrow.
2. Forge strategic partnerships to create innovative pathways, ensuring relevance, equity, and quality of life enhancement for students through intentional outreach and collaborative initiatives.
3. Develop streamlined, data-informed, innovative systems and processes that utilize cutting-edge technology and collaboration to support both the employee experience and student access and success.
4. Leverage diverse funding streams, provide comprehensive professional development, and support accessible virtual spaces and physical facilities to increase student success in an ever-changing educational environment.

SAC Mission	SCC Mission	DSO Roles and Functions
Santa Ana College inspires, transforms, and empowers a diverse community of learners.	Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth.	Centralized Services District Operations Board / Board Committee Support Regional, State, & External Roles

2024-2032 RSCCD Comprehensive Plan for the District - Board approved June 24, 2024

2026-2027 MEETING SCHEDULE

Location: Zoom or DO-Conference Room TBD

Time: 3:30pm-5:00pm*

**or as noted on agenda*

2026	2027
<i>Wednesday, July 22 (dark-no meeting)</i>	<i>January (dark-no meeting)</i>
Wednesday, August 26	Wednesday, February 24
Wednesday, September 23	Wednesday, March 24
Wednesday, October 28	Wednesday, April 28
Wednesday, November 18 <i>(due to holiday)</i>	Wednesday, May 26
Wednesday, December 16 <i>(due to holiday)</i>	Wednesday, June 23

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

Minutes

Wednesday, August 26, 2026, 3:30 pm – 5:00 pm – virtual

Shareable link: https://rscdd-edu.zoom.us/rec/share/mjDvDqFK2_Esoh_WM-B_XKVyO6_4MQbEf2pXy6qjk_GN74XGt52WQkCj4uCxOwdu.nD8uO3JrLqC9-dAB
Passcode: ?W5q%7m7L

Present: Dr. Maria Aguilar Beltran for Alejandro Moreno • Matthew Beyersdorf • Claire Coyne • Emily Day • Tara Kubicka-Miller • Sarah Fisher for Enrique Perez • Nga Pham • Roxana Pleitez • Roxzel Soto Tellez • Rita Van Dyke-Kao • Aaron Voelcker
Guest: Iris Ingram
Patricia Duenez present as record keeper.

Meeting recap: The Planning and Organizational Effectiveness Committee held its first fall semester meeting with new members joining the group. The committee approved minutes from April 22nd and June 24th meetings, elected Tara Kubicka-Miller as co-chair, and confirmed the meeting schedule for the fourth Wednesday of each month. The main discussion centered on a second reading of board policy and administrative regulation process recommendations, where Claire Coyne and Roxana Pleitez explained that a previous task force had identified issues with the current process and recommended creating a subcommittee to develop a centralized tracking system and governance process for ARs and BPs. The committee also reviewed the grant schedule, noting that several projects were submitted and approved, while others like the AI education grant and community health worker project were not funded but provided valuable feedback for future applications.

Ms Fisher called the meeting to order at 3:34 pm.

I. Call To Order

Ms. Fisher provided welcome remarks and introductions were made.

II. *Approval of Minutes – ACTION

a. April 22, 2026, regular meeting

It was moved by Claire Coyne; seconded by Nga Pham and by roll call vote with abstentions from Emily Day, Tara Kubicka-Miller, Roxzel Soto-Tellez, Rita Van Dyke-Kao, and Aaron Voelcker to approve the April 22, 2026, regular meeting minutes. The motion passed.

b. June 24, 2026, regular meeting

It was moved by Claire Coyne; seconded by Nga Pham and by roll call vote with abstention from Roxzel Soto-Tellez to approve the June 24, 2026, regular meeting minutes. The motion passed.

III. District Council - INFORMATION

a. Last meeting: Monday, July 20, 2026

b. Next meeting: Monday, August 24, 2026

IV. Co-Chair Election – DISCUSSION / ACTION

It was moved by Claire Coyne; seconded by Emily Day and by roll call vote to elect Tara Kubicka-Miller as Co-Chair for the next two-year term. The motion passed.

V. *Approval of 2026-2027 Meeting Schedule – DISCUSSION / ACTION

It was moved by Tara Kubicka-Miller; seconded by Claire Coyne to approve the 2026-2027 meeting schedule.

Sarah Fisher provided overview of schedule, and discussion ensued. It was agreed colleges will send proxies for November & December meetings as dates that fall on the 3rd Wednesday instead of the 4th Wednesday may conflict with other college committee dates. It was made clear faculty that attend meetings during off contract dates, the campuses are to budget associated cost.

The motion carried with the following vote: Dr. Maria Aguilar Beltran for Alejandro Moreno • Matthew Beyersdorf • Claire Coyne • Emily Day • Tara Kubicka-Miller • Sarah Fisher for Enrique Perez • Nga

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Claire Coyne • Emily Day • Natasha El-Maissi (SCC ASG) • Jannely Garcia (SAC ASG) • Tara Kubicka-Miller • Sarah Fisher for Enrique Perez • Alejandro Moreno • Nga Pham • Roxana Pleitez • Roxzel Soto Tellez • Rita Van Dyke-Kao • Aaron Voelcker

Pham • Roxana Pleitez • Roxzel Soto-Tellez Rita Van Dyke-Kao, and Aaron Voelcker. The motion passed.

VI. Second Reading - Board Policy and Administrative Regulation Process and Recommendation – Subcommittee Proposal (Purpose / Charge / Membership) – DISCUSSION / INFORMATION

Claire Coyne provided update. A recommendation made to formalize and appoint members to the Subcommittee or Workgroup to finalize the work.

It was suggested the September agenda would include a line item to create the workgroup/subcommittee and appoint members to finish the work. An orientation of what the intention is with the subcommittee and work done so far will be done at the September meeting.

Sarah Fisher will place the creation of a work group to address the Board Policy and Administrative Regulation process as an action item on the September POE agenda and appoint members at that meeting.

Nga Pham will bring update/deeper dive in September to provide a review and address the incomplete membership of the POE committee (e.g., SAC administrator/planner, district classified rep, student reps) before the September meeting.

VII. *Grant Development Schedule – INFORMATION

a. New Resource Development Initiatives

Sarah Fisher provided overview of Grant Schedule.

It was suggested for the Futures Summit Group Meeting add to the agenda a presentation to share what was learned from the unsuccessful NSF advanced technological education grant submission.

VIII. OTHER

Items Tabled for September 23, 2026, POE Committee Meeting:

• **DSO Requests for Resource Allocations (RARs) 2026-2027 – DISCUSSION / INFORMATION (*All on Hold Until 2026-2027 Fiscal Year*)**

- Business Services: 1) District Safety Officer, Senior Armed
- Educational Services: 1) ITS-Technical Specialist, 2) ITS-Helpdesk Analyst, 3) ITS-Technical Supervisor
- Human Resources: 1) Director

**Next steps from March 25, 2026, meeting: Aligning with the calendar & flowchart, these positions will be brought to college councils for discussion during April/May 2026.*

VC Ingram clarified that DSO agreed to hold/be put in forbearance 2026-27 RARs. The 2026-27 RARs would be postponed and different requests would be made for 2027-28 FY.

Sarah Fisher will place resource allocation requests for 2027-28 to the September POE meeting.

• **Update: POE Progress Report RSCCD Comprehensive Plan – DISCUSSION / INFORMATION**

Nga Pham will bring the RCCD Comprehensive Plan update to the September POE meeting.

• **Student Centered Funding Formula Allocation by College Student Information – DISCUSSION / INFORMATION**

Agenda item will be placed on the September agenda.

• **Update - Process Regarding Categorically Funded Positions – DISCUSSION / INFORMATION**

Agenda item will be placed on the September agenda.

Next meeting scheduled for Wednesday, September 22, 2026.

The meeting was adjourned at 4:19 pm.

Minutes approved: September 23, 2026.

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
Submitted									
FY 2027 Congressionally-Directed Spending – Cong. Correa	SAC – (\$1.5 million)	SD 1, 2, 3 & 4	March 3, 2026	Update: approved by the house; moves on for senate approval	Oct. 2026	No	Criminal Justice upgrades to instructional facilities and equipment to provide updated training scenarios and simulations.	N/A	Yes
	RSCCD – (\$2 million)	SD 1, 2, 3 & 4	March 3, 2026	Update: \$500,000 approved by house; moves on to senate	Oct. 2026	No	Remodel classrooms and upgrade equipment for programs developing apprenticeship programs: SAC – culinary; SCC - biotechnology	N/A	Yes
TRIO Talent Search \$250,000 each year over 5 years	SAC – Veronica Hurtado	SD 1, 2 & 4	May	UPDATE: Not awarded.	October 2026	No	Provide career and college readiness for low-income high school students in Santa Ana Unified School District.	No	Yes
Educational Services (OC Probation Department) \$580,639	SAC – Dr. Nery	SD 1 & 2	May 29, 2026	UPDATE: Invited to interview	Summer 2026	No	Providing college courses to youth in probation at JH, YGC, and YLA to progress towards AA/AS Degree, BA/BS, and transfer.	No	Yes – Dr. Nery
Summer/Fall 2026									
College Assistance Migrant Program (CAMP) 475,000	SCC – Eduardo Rocha / LaKyshia Perez	SD 1 & 2	June 12, 2026	Submitted	Summer 2026	No	To assist migratory or seasonal farmworkers (or immediate family members of such workers) who are enrolled at IHE.	No	Per LaKyshia – No, because this is a Renewal of the existing grant
US DOL/Dept of Education Strengthening Institutions Program	SCC – Christopher Sweeten	SD 1 & 2	June 23, 2026	Submitted	October 2026	No	Implement strategies to increase low-income student success and completion, transfer and employment.	No	Pending
EPA: Innovative Water Infrastructure Workforce Development \$1 million	SCC – Denise Foley and Elizabeth Arteaga	SD 1 & 2	Oct. 5, 2026	Writing	Fall 2026	No	Support expanding career opportunities in water and wastewater utility sector and public awareness about jobs in the water workforce.	No	Pending

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
HCAI – Song Brown \$300,000	SAC – Deanna Jung	SD 1 & 2	Oct. 8, 2026	Writing	Fall 2026	No	Implement support and instructional services to increase under-represented students' success in and completion of the nursing program.	No	Pending
DOJ – BJA: Crisis Response Training Program \$650,000 (TBD)	SAC – Ernie Gomez	SD 1, 2, & 4	Oct. 5, 2026	Considering	Fall 2026	No	Provide crisis training to improve law enforcement responses to individuals in crisis who have behavioral health conditions.	No	Pending
TRIO Upward Bound \$250,000+ per year for five years	SAC – Veronica Hurtado SCC – LaKyshia Perez	SD 1 & 2	Fall 2026	Planning & Considering	Summer 2027	No	Provide college and career readiness services to low-income, first-generation high school students.	No	Pending
AmeriCorps Continuation Applications (RSVP) \$75,000 + \$350 per unduplicated volunteer	SCC – Estella Cuella and Amanda Paiz	SD 1 & 2	Spring 2027	Planning	Fall 2026	No	Provide volunteer opportunities for seniors and retired people for projects that are important to the community.	No	Yes

RSCCD Resource Development Grant Development Schedule

GRANT OPPORTUNITIES IDENTIFIED THROUGH DC TRIPS					
Agency	Opportunity	Purpose	Aligns with college or district priorities	Award Range	Due Date
<i>Opportunities identified for 2026</i>					
Congress	Community Projects	Congressionally-directed spending to support projects proposed by the community.	TBD	Up to \$2 million	March/April 2026
DOL	Apprenticeship	1) American Manufacturing Apprenticeship Program 2) Pay-for-Performance Incentive Payments Program	Building & sustaining non-traditional apprenticeships	TBD	March/April 2026
<i>Opportunities identified for 2025</i>					
Congress	Community Projects	Congressionally-directed spending to support projects proposed by the community	SAC: CJA, Auto/Diesel/Welding SCC: Biotech & Water/Wastewater Tech RSCCD: Economic Dev	Up to \$2 million	April/May 2025
Forestry Service	Training	Projects related to professional development and workforce training around fire fighting	Supports Fire Technology Program	TBD	TBD
DOJ	Training	Professional development for police to use drone technology	Supports CJA Program	TBD	TBD
DOJ	Multiple	-AI for Criminal Justice Purposes (research & eval focus) -Social Science Research & Eval of Forensic Science Systems -Cyclical professional development/workforce development related to CJA (keep on the radar)	Projects that support criminal justice academies and other CJA and security projects.	Varies	Varies
<i>Opportunities applied for that were identified in 2024</i>					
DOE	Clean Energy Workforce Training	Planning and Capacity Development project to create partnerships with employers and CBOs to provide work-based learning and employment opportunities in Clean Energy occupations and to provide energy & efficiency assessment services to small- and medium-sized businesses as an Industrial Assessment Center.	Provide low-income students access to high-quality career education that leads to high-wage jobs	Applied for \$200,000 planning grant	May 16, 2024
Congressionally-Directed Spending	Cong. Correa, Rep. Kim, Sen. Padilla	Upgrade career education classrooms to provide training that is state-of-the-art and aligned with industry standards and priorities.	Provide low-income students access to high-quality career education that leads to high-wage jobs	Applied for \$2-\$4 million per project x 3 projects	Spring 2024
<i>Opportunities applied for that were identified in 2023</i>					
Congressionally-Directed Spending	Cong. Correa	Upgrade career education classrooms to provide training that is state-of-the-art and aligned with industry standards and priorities.	Provide low-income students access to high-quality career education that leads to high-wage jobs	Applied for \$2 million	Spring 2023

RSCCD Resource Development Grant Development Schedule

GRANT OPPORTUNITIES IDENTIFIED THROUGH DC TRIPS					
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<i>Opportunities identified for 2026</i>					
<i>Congress</i>	Community Projects	Congressionally-directed spending to support projects proposed by the community.	TBD	Up to \$2 million	March/April 2026
<i>DOL</i>	Apprenticeship	1) American Manufacturing Apprenticeship Program 2) Pay-for-Performance Incentive Payments Program	Building & sustaining non-traditional apprenticeships	TBD	March/April 2026
<i>Opportunities identified for 2025</i>					
<i>Congress</i>	Community Projects	Congressionally-directed spending to support projects proposed by the community	SAC: CJA, Auto/Diesel/Welding SCC: Biotech & Water/Wastewater Tech RSCCD: Economic Dev	Up to \$2 million	April/May 2025
<i>Forestry Service</i>	Training	Projects related to professional development and workforce training around fire fighting	Supports Fire Technology Program	TBD	TBD
<i>DOJ</i>	Training	Professional development for police to use drone technology	Supports CJA Program	TBD	TBD
<i>DOJ</i>	Multiple	-AI for Criminal Justice Purposes (research & eval focus) -Social Science Research & Eval of Forensic Science Systems -Cyclical professional development/workforce development related to CJA (keep on the radar)	Projects that support criminal justice academies and other CJA and security projects.	Varies	Varies
<i>EPA</i>	Innovative Water Infrastructure Workforce Development	(1) assist in the development and use of innovative activities relating to water workforce development and career opportunities in the drinking water and wastewater utility sector, and (2) expand public awareness about drinking water and wastewater utilities.	Develop SCC's Water/Wastewater Technology Program	Applied for \$6 million	Nov. 17, 2023

Grant Schedule
Summary Sheet of Positions Related to Grant/Contract Proposals

#	Funder	Site	Grant Title/Project	Proposed Positions
1.	HUD – Correa	DO	FY 2027 Congressionally Funded Project / Classroom Renovation & Equipment for Apprenticeship Programs	• Facilities and equipment upgrades • No personnel
2.	DOJ – BJA	SAC	Crisis Response Training Program	• Planning Phase, TBD
3.	DOJ – Correa	SAC	FY 2027 Congressionally Funded Project / Santa Ana College Law Enforcement Training Center HUB	• Instructional classroom and equipment upgrades • Faculty reassigned time for curriculum development
4.	HCAI - Song Brong	SAC	Crisis Response Training Program	• Planning Phase, TBD
5.	OC Probation	SAC	Educational Services	• Director of Special Programs (100%) • F/T Administrative Clerk • Academic Advisor/Counselor, hourly • Transitional Counselor, hourly • Instructional Assistants, hourly
6.	US Department of Labor	SAC	FY2026 Talent Search Program	• Director of Special Programs 33% • F/T Coordinator 100% • P/T Administrative Clerk • (3) P/T Student Services Specialists • (3) Instructional Assistants, hourly
7.	AmeriCorps	SCC	Retired and Senior Volunteers Program (RSVP)	• Coordinator 47.5%
8.	AmeriCorps	SCC	Retired and Senior Volunteers Program (RSVP) – <i>Continuation Grant (Year 2)</i>	• Planning Phase, TBD
9.	US DOL/Dept of Education	SCC	College Assistance Migrant Program (CAMP)	• F/T Project Director, 75% • P/T Counselor for student guidance • P/T Counselor, Summer/Intersession • P/T Counselor, Summer teaching • Project Assistant, 15% • F/T Student Service Coordinator, 100% • Student Assistant, hourly
10.	US DOL/Dept of Education	SCC	Strengthening Institutions Program	• F/T Project Director 100% • Faculty reassigned time for PLC and curriculum development • (10) Instructional Assistants, hourly
11.	US Environmental Protection Agency	SCC	EPA - Innovative Water Infrastructure Workforce Development	• Planning phase, TBD

Grant Schedule
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