

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.