

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 – Room #340  
3:30 p.m. – 5:00 p.m.

### **Meeting Minutes for February 6, 2013**

**Members Present:** John Didion, Bonnie Jaros, Nga Pham, Linda Rose, Aracely Mora, Corinna Evett, Alex Taber, and Aaron Voelcker

**Members Absent:** Enrique Perez, Tammy Cottrell, Rudy Tjiptahadi, Ray Hicks

The meeting was called to order by Mr. Didion at 3:34 p.m.

#### **Update on Chapter 1 and 2 of Comprehensive Master Plan**

Chapter 1:

- Page 5, 2nd paragraph, 3rd line, delete "100" insert "a variety of" before "programs", delete "are", insert "may be" before "offered"
- Page 6, 3rd paragraph, revise paragraph to parallel page 5, 2nd paragraph
- Page 9, 1<sup>st</sup> bullet, have the first sentence read as the start of the 2<sup>nd</sup> paragraph
- Page 9, 1<sup>st</sup> bullet, 7<sup>th</sup> line, insert " and provide resources to keep pace with technological innovations" after "services"
- Page 10 consensus was reached by the committee not to add data regarding non native speakers of English and basic skills deficiencies
- Page 11, last bullet, delete last sentence of paragraph in parenthesis
- Page 12, last paragraph, insert "missions to align their" before "programs"

Chapter 2:

- Page 6, delete 2<sup>nd</sup> bullet
- Page 9, 1<sup>st</sup> bullet, 1<sup>st</sup> line, change "is" to "was" and 3<sup>rd</sup> line, change "is" to "was"
- Page 9, 1<sup>st</sup> bullet, 4<sup>th</sup> line, change "being" to "comprising"
- Page 31, 1<sup>st</sup> bullet, 1<sup>st</sup> line, change "taking" to "enrolled in"
- Page 31, last bullet on data set 4, include month survey was done to paragraph
- Action Items/Nga Pham:
  - Page 4, will add sources to all the Data Sets
  - Page 5, Data Set 1, will add percentages for the cities in addition to the whole numbers
  - Page 10, Data Set 8, will verify why percentages do not add up to 100%
  - Page 38, will update data to 2013 report and update percentages
- Committee reviewed examples of charts for inclusion and strategically think where to place the data:
  - Ratio of FTES to Permanent Employees
  - Full-time Faculty by College
  - Ethnic Diversity: Percent of Non-White Employees – 10 year Trend
  - Annual Change in Employees by Category – 10 Year Trend

### **Review Rough Draft – “Implications for Planning”**

- Page 1, #2, 3rd line, replace "largest" with "most populace"
- Page 2, #8, 2nd line, change "4%" to "6%", delete all section of #9
- page 2, 2nd paragraph, John Didion will verify language pertaining to "The Graduation rates must double" with Eva Conrad and email draft of changes to committee for review
- Page 4, correct typographical error at bottom of page "Santiage" to "Santiago"
- Page 6, #1, 1st line, delete "develop and implement" replace with "maintain"
- Page 7, 1st bullet, change "Providing" to "provide"
- Page 7, 2nd bullet, change "Acquiring" to "Acquire", change "retaining" to "retain"
- Page 7, 3rd bullet, change "Maintaining" to "Maintain", change "developing" to "develop"
- Page 7, 4th bullet, change "Acquiring" to "Acquire", change "maintaining" to "maintain"
- Page 7, #2, change "of completing" to "complete"
- Page 7, 2nd paragraph, delete 3rd bullet

### **Establishing Regular Meeting Schedule**

Consensus was reached that future meeting dates may be established on Wednesdays.

### **Adjournment**

Mr. Didion adjourned the meeting at 5:19 p.m.

### **Meeting Schedule**

The next meeting will be held at 3:30 p.m. on Wednesday, March 6, 2013 in the Decision Conference Room #340