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Santa Ana College • Santiago Canyon College

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

MINUTES

Wednesday, June 21, 2017 - Time: 2:30pm-4:00pm
District Office – Santa Ana Room #103

MEMBERS PRESENT:

Michael DeCarbo, Dr. Marilyn Flores, Dr. Bonita Jaros, Carlos Lopez, Enrique Perez, Craig Rutan, & Aaron Voelcker

Staff in Attendance: Patricia Duenez

Not Present: Claudia Figueroa, David Jiménez, Nga Pham, Kristen Robinson and Mark Smith.

Mr. Perez called meeting to order at 2:40pm

I. MINUTES FOR REVIEW AND APPROVAL - May 24, 2017
Minutes were not available. Deferred approval to next meeting.

II. REPORT FROM DISTRICT COUNCIL – June 5, 2017
Mr. Perez reported on the June 5, 2017 District Council meeting.

III. PLANNING FOR 8/22/17 RSCCD PARTICIPATORY GOVERNANCE WORKSHOP

a. Review of the Planning Design Manual (areas need updating, addition and deletion) for Next Revision - All POE Committee Members

Discussion ensued. Revisions were suggested made to several sections and pages of the Planning Design Manual and recommendations were made. Mr. Perez will summarize changes and follow up with Ms. Pham and Mr. DeCarbo. The need for a district wide instructional calendar committee was suggested and as well as the adding of the calendar to the Planning Design Manual. Mr. Perez will follow-up with Ms. Judy Chitlik regarding the calendar committee.

Discussion ensued on the Governance Workshop. Planning, topics to include in the draft agenda, and follow-up needed with the other Governance Committees were suggested. Mr. Perez will work with Ms. Pham on the draft agenda and forward to POE committee members.

POE COMMITTEE MEMBERS:

Michael DeCarbo • Claudia Figueroa • Dr. Marilyn Flores • Dr. Bonita Jaros • David Jimenez • Carlos Lopez • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Mark Smith • Aaron Voelcker • John Zarske

IV. PLANNING UPDATES AT THE COLLEGES

a. Santiago Canyon College - Aaron Voelcker

Mr. Voelcker reported on the educational master plan and the accreditation report

b. Santa Ana College - Bonnie Jaros

Ms. Jaros reported on the mission statement's pending approval.

V. GRANT DEVELOPMENT SCHEDULE (Information) - Enrique Perez

Mr. Perez reviewed the grant schedule. There was a question on the Humanities Initiative at SCC. Mr. Perez will follow-up for clarification.

VI. OTHER

The next meeting is tentatively scheduled for Wednesday, August 23rd with a possibility to change the meeting to August 30th.

Mr. Perez called the meeting adjourned at 4:17pm

Approved: October 25, 2017