



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

MINUTES

Wednesday, March 21, 2018 - Time: 3:30pm-5:00pm
District Office – Santa Ana Room #103

MEMBERS PRESENT:

Michael DeCarbo, Dimitri English, Dr. Marilyn Flores, Erika Lara, Enrique Perez, Kristen Robinson, Mark Smith, and Monica Zarske

Staff: Patricia Duenez

Not Present: Nga Pham, Craig Rutan, Sean Small and Aaron Voelcker

Mr. Perez called meeting to order at 3:37pm

Introductions were made. Ms. Erika Lara will be attending future POE meetings as ASG representative from SCC.

I. MINUTES FOR REVIEW AND APPROVAL – November 29, 2017

Corrections were made to items IV. B. and VII. A. and it was suggested to include the reporting items shared for item VI.

It was moved by Ms. Zarske, seconded by Ms. Robinson and carried to approve the November 29, 2017 minutes with corrections.

II. TITLE IX - REORG #1060 - Enrique Perez

Mr. Perez reviewed Reorg #1060 for the Title IX position. This reorg was approved at the January 29, 2018 District Council. Discussion ensued on the districts and the college's reorganization/requests for position processes and budget costs. It was suggested that the colleges reorg processes should be in the planning portfolio or planning processes. Mr. DeCarbo and Ms. Zarske will forward Mr. Perez the colleges planning processes for faculty reorgs. Mr. Voelcker will forward Mr. Perez SCC's resource request form for personnel. Mr. Perez will draft a 'how to' outline of the process for discussion at the next meeting. The committee acknowledged the Title IX reorg as an informational item.

III. REPORT FROM DISTRICT COUNCIL – March 5, 2018

Mr. Perez reported on the March 5, 2018 District Council meeting.

IV. UPDATE ON STRATEGIC PLANNING – Enrique Perez

Mr. Perez reported the Strategic Planning presentation made to the Board of Trustees at the February 26th Board meeting. It was suggested to change the timing of when it's presented to the Board. Discussion turned to the Institutional Effectiveness Partnership Initiative (IEPI) visit and the Partnership Resource Team (PRT) recommendations. Mr. Perez will forward recommendations from the PRT to the committee.

POE COMMITTEE MEMBERS:

Michael DeCarbo • Dimitri English • Dr. Marilyn Flores • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Mark Smith • Aaron Voelcker • Monica Zarske

For better planning on the Strategic Plan update, it was agreed to move the presentation to the Board to the fall. Ms. Duenez will follow up with Anita Lucarelli, Executive Assistant to the Board of Trustees, to change the date to fall 2019.

V. GUIDED PATHWAYS – Enrique Perez

Mr. Perez asked whether an ad-hoc committee of POE needed to be established to discuss planning on Guided Pathways. Discussion ensued. It was recommended the forming of the ad-hoc committee to be postponed as each college is currently going through their process.

Mr. DeCarbo reported on; SCC Academic Senate passed a resolution in support of exploring guided pathways for one year, the SCC Guided Pathways plan was approved in Senate and up for a second reading in College Council on March 27, subsequent meetings will entail the formalization of the guided pathways group, and the Student Focus Group held on March 9th was successful.

VI. PLANNING UPDATES AT THE COLLEGES

a. Santiago Canyon College

Mr. DeCarbo reported on the Educational Master Planning process and recommendations made to College Council.

b. Santa Ana College

Ms. Zarske reported on the hiring process for the three (3) Vice President vacancies; interviews completed for the VP of Academic Affairs and VP Student Services; hiring process still active for the VP of Administrative Services. A planning workgroup was formed for the Educational Master Planning which meets on Fridays, and a marketing update was presented at the last meeting as well as a document which displays the communities' view of the campus.

Mr. Perez commented on the Economic Impact Report being conducted and what the economic impact is at each of the colleges and the district.

VII. GRANT DEVELOPMENT SCHEDULE - Enrique Perez

Mr. Perez reviewed the grant schedule. It was suggested to add an asterisk * or some type of indication to note which grants are renewals. Ms. Duenez will follow up with Resource Development.

VIII. OTHER

A handout was provided of the website listing for POE membership. Ms. Duenez will follow up with updating the content and structure to the membership page.

SAC's ASG Representative, Dimitri English, notified the committee this would be his last meeting due to changes to his class schedule. Mr. Dimitri will follow up with ASG on sending a representative.

The next meeting is scheduled for April 25, 2018.

Mr. Perez called the meeting adjourned at 4:50pm

Approved: April 25, 2018