



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

MINUTES

Wednesday, November 29, 2017 - Time: 3:30pm-5:00pm
District Office – Santa Ana Room #103

MEMBERS PRESENT:

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

Staff: Patricia Duenez

Not Present: Noelle Chase

Mr. Perez called meeting to order at 3:33pm

I. MINUTES FOR REVIEW AND APPROVAL – October 25, 2017

It was moved by Mr. DeCarbo, seconded by Ms. Zarske, and carried to approve the October 25, 2017, minutes with a correction to include Mr. English since he was present at the meeting.

II. TITLE IX JOB DESCRIPTION-District Administrator for Institutional Equity, Compliance, and Title IX

Mr. Perez distributed the updated job description. Dr. Flores indicated that the Human Resource Committee is also reviewing the position.

III. REPORT FROM DISTRICT COUNCIL – November 6, 2017

Mr. Perez reported on the November 6, 2017, District Council meeting.

IV. 2016-2019 DISTRICT WIDE STRATEGIC PLAN

a. Strategize - Updates to Board, February 2018

Ms. Pham provided a handout of the strategic plan with data metrics to assess the objectives and responsible parties. Ms. Pham asked for guidance on materials to be presented at the update session to the Board. Because this is the implementation year, it was decided that the data metrics that were identified since the last updates in February 2017 be shared and additional information be presented next year.

b. Strategic Plan Progress Report - Next steps

Ms. Pham asked for a college representative to partner with her in collecting data and analysis for the progress report that will accompany the presentation. After a thorough

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b. **Strategic Plan Progress Report - Next steps** (cont.)

discussion, the committee decided that it should ask the responsible parties to assess their objectives at the end of the 3-year cycle. In addition, the committee requested that the IEPI PRT recommendations on the current strategic planning process and its impact on the current process be provided.

V. IEPI PRT TEAM UPDATE

Mr. Perez provided an update on the team members of the workgroup that the Chancellor created. A second visit is scheduled for Wednesday, December 6th.

VI. LAO FISCAL OUTLOOK REPORT

Mr. Perez distributed the California Community Colleges 2018-2019 Budget & Legislative Proposal. Mr. Perez referenced links to the report on FRC's page on the RSCCD website, as well as the Legislative Analyst's Office 2018-2019 California's Fiscal Outlook and 2018-2019 Budget: Proposition 98 Outlook reports. He indicated that he will send the committee links to the above mentioned reports.

VII. PLANNING UPDATES AT THE COLLEGES

a. **Santiago Canyon College**

Mr. Voelcker provided a report for Santiago Canyon College.

b. **Santa Ana College**

Ms. Zarske provided a reported for Santa Ana College.

VIII. GRANT DEVELOPMENT SCHEDULE - Enrique Perez

Mr. Perez reviewed the grant schedule. Discussion ensued. It was suggested that a "renewal" note of the grants being renewed be added to the schedule. Future grant schedules will have an additional information item of "Upcoming Grant Opportunities." Mr. Perez plans to follow up with Director of ICT/Digital Media Initiative, Steve Linthicum, regarding a question on SCC's Apprenticeship CyberSecurity grants.

IX. OTHER

Mr. DeCarbo and Ms. Zarske provided a report on the Guided Pathways Project, which has a December 23rd deadline. The assessment findings will be discussed at SCC's Academic Senate Retreat. Mr. Smith plans to report on additional research provided in other district's Guided Pathways reports at the next meeting.

The committee agreed that Guided Pathways will be a standing agenda item for discussion at future meetings.

The next meeting is scheduled for February 28, 2017.

Mr. Perez called the meeting adjourned at 4:33pm

Approved: March 21, 2018