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Santa Ana College • Santiago Canyon College

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

A G E N D A

Tuesday, November 27, 2018

Time: 3:30pm-5:00pm

District Office – Santa Ana Room #103

- I. MINUTES FOR REVIEW AND APPROVAL – October 24, 2018**
- II. REPORT FROM DISTRICT COUNCIL – November 19, 2018**
- III. IEPI PLAN – Update**
- IV. VISION FOR SUCCESS - ALIGNMENT TO PLANNING**
- V. 2019-2022 STRATEGIC PLANNING RETREAT – May 10, 2019**
 - a. Draft Agenda – Review
- VI. GUIDED PATHWAYS**
 - a. Santiago Canyon College
 - b. Santa Ana College
- VII. PLANNING AT THE COLLEGES**
 - a. Santiago Canyon College
 - b. Santa Ana College
- VIII. GRANT DEVELOPMENT SCHEDULE – Information**
- IX. OTHER**
- X. NEXT MEETING: *(tentative) Wednesday, January 23, 2019***

POE COMMITTEE MEMBERS:

Faviola Chacon • Michael DeCarbo • Claudia Del Valle • Dr. Marilyn Flores • Melissa Govea • Dr. Jeffrey Lamb • Enrique Perez • Nga Pham • Kristen Robinson • Sarah Santoyo • Mark Smith • Aaron Voelcker • Monica Zarske

RSCCD Mission Statement

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

2013 – 2023 RSCCD Goals

RSCCD Goal 1

RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.

RSCCD Goal 2

RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions, public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.

RSCCD Goal 3

RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.

RSCCD Goal 4

RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.

RSCCD Goal 5

RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.



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Draft – Minutes

Wednesday, October 24, 2018 - Time: 3:30pm-5:00pm

MEMBERS PRESENT:

Michael DeCarbo, Dr. Jeffrey Lamb, Nga Pham, Kristen Robinson, Aaron Voelcker, Monica Zarske, Faviola Chacon, Melissa Govea, and Claudia Del Valle.

Staff: Patricia Duenez

Not Present: Dr. Marilyn Flores, Enrique Perez, Sarah Santoyo, and Mark Smith

Mr. DeCarbo called meeting to order at 3:32pm

- I. MINUTES FOR REVIEW AND APPROVAL – September 26, 2018**
It was moved by Ms. Zarske, seconded by Ms. Faviola to approve the September 26 minutes. Two abstentions from Ms. Govea and Ms. Del Valle as they were not present.
- II. REPORT FROM DISTRICT COUNCIL – October 8, 2018**
Mr. DeCarbo and Ms. Zarske reported that each of the committees reported. Mr. DeCarbo asked **Ms. Duenez** forward the White Paper from FRC's report to be forward to POE.
- III. IEPI PLAN – Update**
Assigned groups are continuing to meet. This item will be placed on next meeting's agenda.
- IV. VISION FOR SUCCESS - ALIGNMENT TO PLANNING**
Mr. Voelcker reported on the State Chancellor's created a VFS. Colleges are to align to VFS like the Functions Mapping document; the district and colleges align to the VFS goals. SCC has aligned their goals to RSCCD goals, to VFS goals. It was unsure if the district operations have goals, if they exist or if it's the Strategic Plan. Discussion ensued. Dr. Lamb suggested a review of alignment to district goals.
- V. 2019-2022 STRATEGIC PLANNING RETREAT – May 10, 2019**
 - a. Draft Agenda – Review
Discussion ensued on structuring the agenda. It was suggested that in preparation for the retreat that POE would ask each Gov. Cmte. to review their roles & responsibilities; how the groups interact with each other. It was suggested that district committee groups be added in the Planning Design Manual, that POE could be doing this from now before it's discussed at the Retreat and what from previous plan should transfer over to next 19-22 plan. This portion

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was suggested to be 2.5 hrs then lunch. A Task Force was suggested for the agenda: Ms. Pham, Mr. Voelcker and Ms. Zarske.

The Retreat agenda will be placed on the next POE meeting agenda.

VI. GUIDED PATHWAYS

a. Santiago Canyon College

Mr. DeCarbo reported on college council and the Guided Pathway Retreat.

b. Santa Ana College

Ms. Zarske reported on the senate choosing meta majors; there being a group of 7 now; program mapping to be submitted by Nov. 30 for a roll out of fall 2019, also to be accessible on website; Nov. 13, 14 site visit to Bakersfield college and the two day workshop in San Diego.

VII. PLANNING AT THE COLLEGES

a. Santiago Canyon College

Mr. Voelcker had no news to report.

b. Santa Ana College

Dr. Lamb reported on continued planning, review of the integrated planning process, committee structures outcomes assessment, resource allocation, appropriate support to move college forward and preparation for next accreditation meeting.

VIII. GRANT DEVELOPMENT SCHEDULE – Information

There were no questions.

IX. OTHER

Memberships: Ms. Duenez provided an update on membership vacancies. Mr. DeCarbo will follow up with SCC ASG President for their rep; Dr. Lamb said the Dean of Academic Affairs job description will be on the Oct. 29th Board Docket; Ms. Duenez will follow up with Sheryl Martin on Classified rep for SCC & district office.

X. NEXT MEETING: *New Date - Tuesday, November 27, 2018*

Ms. Zarske let the committee know she would not be available to attend on this date.

Mr. DeCarbo adjourned the meeting at 4:43pm.

RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution-ization?	District/College authorized submission
Submitted									
<i>AB 798: California College Textbook Affordability Act \$50,000 *Competitive</i>	SAC: Cherylee Kushida	Goals #1, #3, and #4	6/30/18	UPDATE: Awarded	Oct 2018	No. NOTE: No indirect allowed.	Increase use of Open Educational Resources to reduce/eliminate textbook costs.	Yes. Keep using OER in identified courses.	Yes
<i>Humanities Initiatives at Community Colleges (National Endowment for the Humanities) \$100,000 each program *Competitive</i>	SCC: Marilyn Flores, Cale Crammer	Goal #1, #3 and #4	7/19/18	Submitted	Dec 2018	No	Engage students in enriched MUN and Speech and Debate activities to strengthen the application of knowledge and skills of the humanities disciplines.	No	Yes
<i>Tobacco-Free College Program Truth Initiative \$20,000 *Competitive</i>	SCC – Beth Hoffman	Goals #1 and #2	9/13/18	UPDATE: pending app revision, likely award	December 2018	No.	Engage and mobilize students to create support for implementing a 100% smoke- or tobacco-free policy	Yes	Yes
<i>Scaling Apprenticeships through Sector-Based Strategies Department of Labor (\$120,000/yr for 4 years)</i>	District sub-awardee in national proposal - Dr. Davis	Goals #1, #2 and #4	10/16/18	Submitted	Spring 2019	No	District would work with LA and OC colleges to develop IT apprenticeship programs, and would benefit from additional business & workforce development partners.	No	Yes
November 2018									
<i>Early Head Start Expansion of Community Partnerships U.S. Department of Education \$1+ million</i>	DO – MyLe Pham	Goals #1 and #2	11/30/18	Writing	May 2019	25%	In partnership with SAUSD, DO Child Development would increase capacity and serve more children.	No	Yes

RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution-ization?	District/College authorized submission
December 2018									
<i>Song-Brown Capitation Office of Statewide Health Planning and Development \$200,000/yr x 2 years</i>	SAC – Becky Miller	Goals #3 and #4	12/3/18	Writing	March 2019		Improve disadvantaged and under-represented students’ completion of the nursing program.	No	Pending
<i>General Child Care and Development (CCTR) California Department of Education</i>	DO – Janneth Linnell	Goal #2	12/18/18	Planning	March 2019	Unknown at this time	Expand services for full-day/full-year infant and toddler care	No	Yes
January 2019									
<i>STEM Academy CCCCO \$1.4 million over 6 years</i>	SCC – Marilyn Flores, Martin Stringer or Syed Rizvi	Goals #1, #2, #3, and #4	1/25/19	Considering	2/1/2019	4%	Cost-free STEM program, grades 9-14, includes workplace learning, intensive support, opportunity to earn as A.S. or transfer in STEM, and business commitment to hire students who complete the program.	No	Not submitted yet
<i>Student Support Services U.S. Department of Education \$265,000/per year for up to 5 years (Student Support Services may offer multiple programs for special populations: e.g., STEM majors, students with disabilities, ESL, teacher prep.)</i>	SAC (2): Brenda Estrada: SSS-Vets Romelia Madrigal: SSS-Reg	Goals #1, #2 and #3	Likely due January 2019	Planning	June 2019	No	Provide wrap-around student support services to students at the college who are low-income, first-generation and/or academically at risk to attain ambitious achievement targets in persistence, GPA at 3.0 or greater, completion, transfer, and persistence to the 2 nd year at four-year universities.	No	Pending
	SCC (4) LaKyshia Perez: SSS Reg Janis Perry: SSS-Teacher Prep Martin Stringer & STEM faculty: SSS-STEM		Likely due January 2019	Planning	June 2019	No			

RSCCD Resource Development Grant Development Schedule

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	Joseph Alonzo: SSS-Vets								

Upcoming Grant Opportunities

- Laura Bush 21st Century Librarian Program (\$50,000 - \$1 million). Proposals due 3/20/19. The Laura Bush 21st Century Librarian Program (LB21) supports developing a diverse workforce of librarians to better meet the changing learning and information needs of the American public by: enhancing the training and professional development of library and archives professionals, developing faculty and library leaders, and recruiting and educating the next generation of library and archives professionals

SAC has assigned one of its librarian's to serve as the OER librarian, familiar with finding OER content for faculty and guiding them through use of that materials for their classes. Integrating OER as a field specialty for librarians may be a good fit for this grant.