



*Building the future through quality education*

2323 North Broadway • Santa Ana, CA 92706 -1640 • (714) 480-7300 • [www.rscsd.edu](http://www.rscsd.edu)

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***

**Wednesday, October 24, 2018**

**Time: 3:30pm-5:00pm**

**District Office – Santa Ana Room #103**

- I. MINUTES FOR REVIEW AND APPROVAL – September 26, 2018**
- II. REPORT FROM DISTRICT COUNCIL – October 8, 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: *(New Date) Tuesday, November 27, 2018***

**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.



## PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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

### ***draft MINUTES***

**Wednesday, September 26, 2018 - 3:30pm-5:00pm**

#### **MEMBERS PRESENT:**

Michael DeCarbo, Dr. Marilyn Flores, Dr. Jeffrey Lamb, Enrique Perez, Nga Pham, Aaron Voelcker, Monica Zarske, and Faviola Chacon.

**Staff:** Patricia Duenez

**Not Present:** Kristen Robinson, Sean Small, and Mark Smith

Mr. Perez called meeting to order at 3:36pm

#### **I. MINUTES FOR REVIEW AND APPROVAL – August 22, 2018**

Corrections were noted made to sections II. a, d, & VI. a.

It was moved by Mr. DeCarbo, seconded by Ms. Zarske to approve the August 22 minutes with corrections. One abstention from Ms. Pham as she was absent.

#### **II. REPORT FROM DISTRICT COUNCIL – August 20 & September 17, 2018 - Enrique Perez** Mr. Perez reported on the meeting agendas.

#### **III. IEPI PLAN –Review**

Discussion ensued. Sub-committees were formed to for the different Areas of Focus:

- Area A1, 1, 1: Ms. Pham, Dr. Lamb, and Mr. Voelcker
- Area A3, 1, 1: Dr. Lamb, Dr. Flores, and Mr. Perez
- Area B1, B2: Mr. DeCarbo mentioned that the Enrollment Management needs to be created in spring 2019 to roll out fall 2019; Dr. Lamb reported on updating their EMP. Discussion ensued.
- Area B3: Discussion ensued, will wait until further along, to be discussed at next meeting
- Area C1: It was reported that Mr. Hardash stated at DC that FRC hired a consultant
- Area C, C2 & C3: **Mr. Perez** will follow up with Mr. Hardash for a report from FRC

#### **IV. POE 2018-19 COMMITTEE GOALS (item attached)**

##### **a. Committee Responsibilities & Membership – Review (item attached)**

Discussion ensued. Corrections were noted:

Dean of Institutional Effectiveness, Library & Learning Support Services, Santiago Canyon College; a faculty member appointed by each Academic Senate President, Santa Ana College & Santiago Canyon College and add: Academic Senate President, Santa Ana College & Santiago Canyon College (or designee).

#### **POE COMMITTEE MEMBERS:**

Michael DeCarbo • Dr. Marilyn Flores • Dr. Jeffrey Lamb • Enrique Perez • Nga Pham • Kristen Robinson • Sean Small • Mark Smith  
Aaron Voelcker • Monica Zarske

- b. District Wide Committees  
Discussion ensued. Sabbatical and Assessment committees were discussed, and how an ad-hoc committee is formed. It was proposed to add this to the Strategic component on the agenda at the May retreat. A correction was made to POE's Committee Goals 2018-2019 on #1. It was suggested to update the RSCCD Planning Design Manual to reflect current structure, practices, and processes. Discussion ensued on current lists of district wide committees. **Dr. Flores** reported that she has some lists, but will take them to her cabinet first and then forward to POE.
- c. Assessment Committee  
This item was discussed in part IV.b.

**V. 2019-2022 STRATEGIC PLANNING RETREAT – May 10, 2019**

- a. Draft Agenda – Review  
Discussion ensued and revisions were made.  
**Dr. Lamb** will report back to POE about SAC's planning cycle.  
**Mr. DeCarbo** will review item IV Review RSCCD Planning Design Manual for clarity. Notes from previous discussion of the Functions Map will be brought to the next meeting.
- b. Invitee List  
The list was reviewed. It was suggested to revise list in committee order. **Ms. Duenez** will revise and send to committee members for their 2<sup>nd</sup> review and edits.

**VI. GUIDED PATHWAYS**

- 1 a. SCC: Mr. DeCarbo reported on the 2018-19 Guided Pathways Organizational Charge and Chart was moving through Senate towards College Council; 5 members will attending the November 28-29 conference
- b. SAC: Ms. Zarske reported on implementation, the northern California trip, the Bakersfield trip in November to consult with Bakersfield Community College, and the implementation teams having monthly scheduled meetings. Dr. Lamb reported on timelines for the cycles.

**VII. PLANNING AT THE COLLEGES**

- a. Santiago Canyon College  
Mr. Voelcker reported on annual plan and program review templates and the curriculum component being the focus.
- b. Santa Ana College  
Dr. Lamb reported on the TLC group and improvements, on the META product, planning at the college, the next accreditation for 2022 and improvements of student learning at the assessment level.

**VIII. GRANT DEVELOPMENT SCHEDULE – Information (*item attached*)**

Mr. Voelcker requested an update on page one, rows 1 and 2 on the expected notification dates of August and September. **Mr. Perez** will follow up and provide an update.

**IX. OTHER**

Ms. Chacon inquired about the district's goals listed on page 2 of the agenda and committee members clarified.

**X. NEXT MEETING: *Wednesday, October 24, 2018* \_Mr. Perez adjourned the meeting at 5:08pm**

## 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
<b>Submitted</b>									
<i>AB 798: California College Textbook Affordability Act \$50,000 *Competitive</i>	SAC: Cherylee Kushida	Goals #1, #3, and #4	6/30/18	Submitted	October 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>GEAR UP (Gaining Early Awareness &amp; Readiness for Undergraduate Programs) U.S. Department of Education \$700,000/yr for 5 years *Competitive</i>	SAC: Alicia Kruiuzenga SAC sub-award of UCI	Goals #1, #2, and #4	7/13/18	<b>UPDATE:</b> Not funded. Proposal earned 98 points, but the cut-off was 99.3. UCI intends to reapply with the partners in spring 2019.	September 2018	Yes 50%	Provide student cohorts in SAUSD with support and academic services to increase academic performance and college readiness. Program will start with entire classes of 6 <sup>th</sup> /7 <sup>th</sup> graders and continue services in each sub-subsequent grade up to 1 <sup>st</sup> year of college.	Key strategies that show significant impact are expected to be sustained in some form.	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	December 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>Child Care Means Access in Schools U.S. Department of Education \$45,000 *Competitive</i>	DO – Janneth Linnell	Goal #1, #2, #3 and #4	7/24/18	<b>UPDATE:</b> <b>Awarded.</b>	October 2018	No	Add additional child care spots for low-income student-parents at SCC's Child Development Center.	No	Yes

### RSCCD Resource Development Grant Development Schedule

Grant	District/College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institutionalization?	District/College authorized submission
<i>College Promise Initiative SAC - \$538,158 SCC - \$585,127 Non-competitive</i>	District	Goals #3 and #4	Participation form from the District due 9/1/18	<b>UPDATE: Awarded.</b>	N/A	None	To qualify for funding: college must partner with an LEA to establish an Early Commitment to College Program and to improve college readiness & reduce remediation; use evidence-based multiple measures; participate in CCC Guided Pathways Program; ensure students complete FAFSA and CalGrant/Dream apps; participate in Federal Direct Student Loan program. Implement activities and provide services to increase college readiness, completion & transfer, and eliminate achievement gaps.	No	Yes
<i>Tobacco-Free College Program Truth Initiative \$20,000 *Competitive</i>	SCC – Beth Hoffman	Goals #1 and #2	9/13/18	Submitted	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

### 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
<i>December/January</i>									
<i>General Child Care and Development (CCTR) California Department of Education</i>	DO – Janneth Linnell	Goal #2	December 2018	Planning	March 2019	Unknown at this time	Expand services for full-day/full-year infant and toddler care	No	Pending
<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 – Brenda Estrada (Veterans-SSS), Romelia Madrigal (SSS-Reg)	Goals #1, #2 and #3	Likely due December 2018	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 <sup>nd</sup> year at four-year universities.	No	Pending
	SCC – John Hernandez, LaKyshia Perez / Loretta Jordan (SSS – Reg) Janis Perry (SSS-Teacher Prep)		Likely due December 2018	Planning	June 2019	No			

## RSCCD Resource Development Grant Development Schedule

### Upcoming Grant Opportunities

- National Science Foundation, Advancing Informal STEM Learning (AISL). Full proposals due November 7, 2018, 2019, 2020. AISL seeks to advance new approaches to and evidence-based understanding of the design and development of STEM learning opportunities for the public in informal environments. *Possible value for:* colleges Cyber-Security, Robotics, and other types of competitions to engage middle and high school students in STEM, as means to engage students in STEM pathways and programs; educating parents and other community stakeholders about STEM pathways and programs, especially CTE pathways for high-wage, high-growth STEM occupations in the region.

Six project types: 1) Pilots and Feasibility Studies (\$300,000), 2) Research in Service to Practice (\$300,000 - \$2 million), 3) Innovations in Development (\$500,000 to \$3 million), 4) Broad implementation (\$1-\$3 million), 5) Literature Reviews, Syntheses or Meta-Analyses (\$250,000), and 6) Conferences (\$250,000). NOTE: This grant is intended to provide research on effective educational practices, so the project would need to feature an educational research component.

- National Science Foundation *Improving Undergraduate STEM Education* (Development proposals due December 2017 and December 2018; Exploration and Design proposals due from October 2017 through October 2018). Sent info to the President, CIO and Dean, Math & Science at each college.

Two tracks: 1) Engaged Student Learning: Exploration and Design: \$300,000, and 2) Development and Implementation: Level 1 up to \$600,000; Level 2 \$601,000 - \$2 million. 2) Institutional and Community Transformation: Exploration and Design: \$300,000, and 2) Development and Implementation: up to \$3 million.

- Laura Bush 21<sup>st</sup> 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.