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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*

**AGENDA**

**Wednesday, November 17, 2021 3:30pm-5:00pm**

<https://cccconfer.zoom.us/j/94764702826> or dial 1 669-900-6833 / 94764702826#

- I. WELCOME**
- II. \*APPROVAL OF MINUTES – Action**
  - a. October 27, 2021 meeting
- III. DISTRICT COUNCIL UPDATE – Information**
  - a. November 1, 2021
- IV. REVIEW OF COMMITTEE ROLES/RESPONSIBILITIES AND MEMBERSHIP - Update**
- V. STRATEGIC PLAN OBJECTIVES – YEAR 2 DATA - Review / Discussion**
- VI. STUDENT CONDUCT COMMITTEE – Training Video on Maxient Reporting Process – Feedback / Discussion (Michael DeCarbo)**
- VII. PLANNING AT THE COLLEGES - Information**
  - a. Santiago Canyon College
    - i. Planning Update on Accreditation
    - ii. Enrollment Update
  - b. Santa Ana College
    - i. Planning Update on Accreditation
    - ii. Enrollment Update
- VIII. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information**
  - a. Next meeting: November 18, 2021 – Strategic Planning at the Colleges
- IX. \*GRANT DEVELOPMENT SCHEDULE - Information**
- X. OTHER**

*NEXT MEETING:*

***Wednesday, December 15, 2021***

*\*attachment provided*

**POE COMMITTEE MEMBERS:**

Matthew Beyersdorf • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Cristina Morones • Tyler Nguyen • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Martin Stringer • Michael Taylor • Jose F. Vargas • Aaron Voelcker

## **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**

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**Minutes**

**Wednesday, October 27, 2021 3:30pm-4:30pm via zoom**

Present: Matthew Beyersdorf • Dr. Vaniethia Hubbard • James Isbell • Dr. James Kennedy • Cristina Morones • Tyler Nguyen • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sarah Santoyo • Martin Stringer • Michael Taylor • Aaron Voelcker . Ms. Iris I. Ingram present as guest.  
Patricia Duenez present as note taker.

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

**I. WELCOME**

Mr. Perez provided welcoming remarks.

**II. \*APPROVAL OF MINUTES – Action**

a. September 22, 2021 meeting

It was moved by Ms. Pham; seconded by Mr. Taylor to approve the September 22, 2021 minutes.

**III. DISTRICT COUNCIL UPDATE – Information**

a. October 4, 2021

Mr. Perez reported on the October 4, 2021 meeting.

*Ms. Morones arrived at this time.*

**IV. \*REVIEW OF COMMITTEE ROLES/RESPONSIBILITIES AND MEMBERSHIP- Review / Discussion**

- Ms. Pham provided a review of roles, responsibilities and membership as provided in agenda handout.
- Mr. Perez provided input: one item to include is any proposed positions at DO, discussions be made at POE first before it goes to FRC; positions need to align with colleges goals.
- Planning should drive these decisions and how the positions align to the overall vision.
- Mr. Rutan provided input on discussions happening between administration and academic senate related to reorgs being submitted that increase college budgets, if those should go to POE first before they go to District Council. Due to right sizing efforts these discussion might take at a later time.
- Mr. Rutan confirmed SCC is co-chair to POE next year.
- Awareness was made to the 5 Governance Committees and mirroring college committees. Faculty representation is not same. It is in POE's purview to look at the Planning Design Manual and look at voting balance; alternating vice presidents might be an option. Ms. Pham will draft options.
- This item will be placed on next agenda.

**V. STRATEGIC PLAN OBJECTIVES – YEAR 2 DATA - Review / Discussion**

- Ms. Pham shared screen and reported on where we're at for Goal #1, Objective 1B.
- Ms. Santoyo provided overview of success rate on the Competitive Grants Awarded by Site; pursuing grants that will make a systematic change.

*Ms. Santoyo left the meeting at this time.*

**POE COMMITTEE MEMBERS:**

Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Cristina Morones • Tyler Nguyen • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Mark Smith • Martin Stringer • Michael Taylor • Jose F. Vargas • Aaron Voelcker

- Ms. Morones reported on revenue loss due to HERFF funding not posting to last fiscal year; will post in coming fiscal year.
- Ms. Pham will follow up with Carri Matsumoto on Electricity Usage (KWH) by site data to ensure accuracy.

**VI. PLANNING AT THE COLLEGES - Information**

- a. Santiago Canyon College
  - i. Planning Update on Accreditation  
Mr. Voelcker reported on Accreditation; good news of one positive core inquiry.
  - ii. Enrollment Update  
Mr. Stringer reported on enrollment and positive increases; plans are to offer robust winter intersession schedule.
- b. Santa Ana College
  - i. Planning Update on Accreditation  
Mr. Perez thanked colleges for their great work and reported on two positive core inquiries.
  - ii. Enrollment Update  
Dr. Kennedy reported on enrollment; positive increases to both credit and noncredit.  
Dr. Hubbard reported replicating positive fall efforts to spring and moving forward; reported on key takeaways that worked with work done with instructional deans and student services managers working closely among other expanded efforts

**VII. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information**

- a. Agenda Item for November 18, 2021 – Strategic Planning at the Colleges  
Ms. Pham reported on the agenda item for the November 18 meeting.

**VIII. \*GRANT DEVELOPMENT SCHEDULE – Information**

- a. Mr. Perez reported this item is informational. Members can forward him any questions.

**IX. \*DEMW Update – Information**

- a. October 1, 2021  
Mr. Perez reported on the October 1<sup>st</sup> meeting; looking at more data and at enrollment start dates for surrounding community college districts.

**X. OTHER**

Nothing reported.

Next POE meeting scheduled for Wednesday, November 17, 2021.

Mr. Perez adjourned the meeting at 4:12pm.

*Approved:* \_\_\_\_\_

## 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>National Science Foundation Advancing Innovation and Impact in Undergraduate STEM Education at 2-Year Colleges Up to \$2 million</i>	SCC – Denise Foley	Goals #1, #3, and #4	5/28/2021	Submitted	Sept/Oct 2021	No	Thorough and intensive recruitment and orientation, monitoring and instructional support services for STEM majors to increase retention, success and completion.	No	Yes
<i>SBA Community Navigator Program \$50,000 - \$100,000</i>	CSUF SBDC Leader Center will apply RSCCD's SBDC will be a partner	Goals #1 and #2	7/23/2021	Submitted	December 2021	No	RSCCD's SBDC will implement its Virtual Marketing Internship Program in Santa Ana, Anaheim and Inland Empire.	No	Yes
<i>NSF Advanced Technology Education Grant \$300,000 - \$600,000 over 3 years</i>	SAC – Madeline Grant; Hugh Nguyen	Goals #3 and #4	10/14/2021	Submitted	Mid to late Spring 2022	No	Integrate employment readiness through SAC's cybersecurity courses and preparation and placement in internship with Information Technology Disaster Resource Center (ITDRC).	No	Yes
<b>Fall 2021</b>									
<i>California Apprenticeship Initiative Pre-Apprenticeship and Apprenticeship grants Up to \$500,000 over two years</i>	DO – Sarah Santoyo	Goals #1, #2, and #4	12/15/2021	Considering	March 2022	Yes. 20% from employer partner.	Build non-traditional apprenticeship program in Digital Marketing.	Yes. Expected that the apprenticeship program will be sustained after grant ends.	Pending
<i>TBL Pilot for K-16 Collaborative</i>	SAC – Jeffrey Lamb	Goals #1, #2, #3, #4	Waiting for RFA to be released	Planning					Pending
<i>U.S. Department of Education, College Assistance Migrant Program (CAMP) \$400,000+ per year for 5 years</i>	SCC – Miguel Luna	Goals #1, #2, #3, #4	Likely due end of Fall/beg of Spring	Planning	Mid/End-of Spring	No	Existing CAMP would continue to recruit and provide wrap-around support services for 1 <sup>st</sup> year students from migrant families.	No	Pending

## RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded ...	Institution- alization?	District/College authorized submission
<i>U.S. Department of Education, Upward Bound</i>  <i>\$250,000 per year for 5 years</i>	SAC UB Regular – Alicia Kruiuzenga	Goals #1, #2, #3, #4	Likely due end of Fall/beg of Spring	Planning	Mid/End-of Spring	No	Continue existing programs to provide college prep services for low-income, first-generation and students with disabilities.	No	Pending
	SAC Veterans SAC – Mark Canett								Pending
	SCC UB Math & Science - Miguel Luna								Pending
<b>OPEN SUBMISSION</b>									
<i>U.S. Financial Aid Services</i> <i>Invitation to submit proposal</i> <i>\$900,000 - \$1,200,000</i>	DO – Joy Hermsen	Goals #3 and #4	12/31/2021	Writing	Fall 2021	No	Implement pilot project with 6-9 community colleges in CA to increase FAFSA application submissions and eligible low-income and URM students receiving financial aid awards.	No	Yes
<i>U.S. Economic Development Administration – Public Works &amp; Economic Adjustment Assistance</i> <i>(up to \$30,000,000)</i>	DO – Enrique Perez	Goals #1, #2, #3, and #4	Applications accepted on an on-going basis	Planning	60-days after app & all req documents submitted	20%-50% based on program & other factors	Lead a regional partnership of key stakeholders to implement a workforce development project.	Yes. Expected that building and programs will be maintained.	Yes
<i>Institutional Effectiveness Partnership Initiative</i>  <i>Up to \$200,000</i>	DO – Narges Rabii-Rakin	Goals #1-#4	Open submission of Letter of Interest	Considering	6 months after submission	No.	An IEPI team would conduct an institutional need assessment related to RSCCD's Diversity, Equity and Inclusion Plan, and develop a project to address operational functions necessary to implement the plan. Then, funds would be allocated to implement the project.	Grants are to improve operational effectiveness. Grant strategies that were effective are expected to be retained.	Pending

## RSCCD Resource Development Grant Development Schedule

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1) Plans for personnel to be hired by the grants listed above: please refer to attachment.

2) GRANT OPPORTUNITIES

### CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

**Pre-Apprenticeship and Apprenticeship Grants.** Award range of last competition \$500,000 - \$1,000,000. Due 12/15/2021. Projects to create pre-apprenticeship and registered apprenticeship programs for non-traditional careers.

### U.S. Department of Education

**Basic Needs for Post-Secondary Institutions:** \$865,000 over 3 years. This program provides grants to eligible institutions of higher education (IHEs) to support programs that address the basic needs of students and to report on practices that improve outcomes for students. This competition is designed to promote student success by supporting programs that address the basic needs of students and report on those practices that improve student outcomes. **Applications are due December 6, 2021.**

### NATIONAL SCIENCE FOUNDATION

**Advancing Innovation and Impact in Undergraduate STEM Education at Two-Year Institutions of Higher Education.** Applications accepted anytime until 2023. Supports projects that are bold, potentially transformative to address the immediate challenges facing STEM education at two-year colleges and/or anticipate new structures and functions of the STEM learning and teaching enterprise. Promotes approaches that advance innovation and use evidence-based practices in undergraduate STEM education at two-year colleges. NSF also seeks to support systemic approaches to advance inclusive and equitable STEM education practices. Up to \$2,000,000.

**Improving Undergraduate STEM Education: Hispanic-Serving Institutions.** Due August 25, 2021 (Track 1 and Track 2). Support projects that provide research on engaged student learning, what it takes to diversify and increase participation in STEM effectively, and improve understanding of how to build institutional capacity at HSIs. Expected outcomes include broadening participation of students that are historically underrepresented in STEM and expanding students' pathways to continued STEM education and integration into the STEM workforce. Track 1: Planning Projects (\$200,000, plus \$100,000 to add a community college partner). Track 2: Implementation and Evaluation Projects (\$500,000, plus up to \$200,000 to add a community college partner). Track 3: Institutional Transformation Projects (up to \$3,000,000). Projects are 3-5 years.

**Racial Equity in STEM Education.** Full Proposal due 7/13/2021 or 10/12/2021. Projects should 1) advance the science of promotion of racial equity in STEM, 2) substantively contribute to removing systemic barriers that impact STEM education, the STEM workforce, and scientific advancement, 3) institutionalize effective and inclusive environments for STEM learning, STEM research, and STEM professionals, 4) diversify the project leadership (PIs and CO-PIs), institutions, ideas, and approaches that NSF funds, and 5) expand the array of epistemologies, perspectives and experiences in STEM. Projects should also building theory, develop methods, test approaches and interventions, assessment approaches and interventions, establish authentic partnerships, change practices and policies, and/or focus on affective, behavioral, cultural, social components and implications.

**S-STEM:** Proposals due March 16, 2022. Scholarships for STEM students up to \$10,000 per student per year. Projects must have a model that demonstrates scholarships increased success and completion, especially among disadvantaged students.

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## Grant Schedule

### Summary Sheet of Positions related to grant and contract proposals

Site	Grant	Staff proposed in grant applications
DO	EDA Grant	Not known at this time. Still in planning.
DO	Financial Services Administration	Project Director Resource Development Coordinator 50% (existing staff person in Resource Development)
DO	IEPI	Not known at this time. Still in planning.
DO	Regional Collaboration and Coordination Grant (competitive renewal RFA for the OC-RC)	<u>Existing staff</u> Executive Director, Dr. Alex Davis Administrative Secretary, Marbella Ruiz Resource Development Coordinator, interim Vanessa Palomares Special Project Specialist
SAC	NSF Advanced Technological Education	Beyond contract for PI and 2 Co-PIs 19-hr Special Project Specialist
SCC	NSF <i>Advancing Innovation and Impact in Undergraduate STEM Education at 2-Year Colleges</i>	10 LHE/year release for PI STEM & Career Counselors (adjunct hourly) Faculty stipends Part-time Research Specialist Instructional Assistants (hourly) SI Student Assistants (hourly)