



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE
POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

Minutes

Wednesday, February 23, 2022 3:30pm-4:30pm via zoom

Present: Dr. Melba Castro • Alana Gates • Dr. Marilyn Flores • James Isbell • Dr. Jeffrey Lamb • Cristina Morones • Tyler Nguyen • Enrique Perez • Nga Pham • Craig Rutan • Sarah Santoyo • Aaron Voelcker

Guests: Iris I. Ingram, Narges Rabii

Patricia Duenez present as record keeper.

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

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *APPROVAL OF MINUTES – Action

a. *December 15, 2021 regular meeting

It was moved by Ms. Morones, seconded Mr. Isbell, the motion carried to approve the December 15, 2021 minutes. Abstentions from Mr. Rutan, Ms. Gates, and Dr. Flores and Ms. Santoyo as provided in chat.

b. *February 7, 2022 special meeting

It was moved by Mr. Rutan, seconded by Ms. Pham, the motion carried to approve the February 7, 2022 special meeting minutes. Abstention from Ms. Gates.

III. DISTRICT COUNCIL UPDATE – Information

a. February 1, 2022

Mr. Perez reported on the February 1 regular and February 11, 2022 special meetings.

IV. DISTRICTWIDE PLANNING FOR SPRING – Discussion / Action

Mr. Perez reported on planning for next comprehensive master plan and meeting with a potential consultant.

Ms. Pham reported on starting the process of creating the 2023-2033 comprehensive master plans, possible 7yr. vs. 10yr.; important factor is for campuses and district to align and integrate processes; proposing to start work in spring to have data and prep work done by fall for a 7-year comprehensive districtwide master plan. Accreditation recommendations would be included in districtwide master plan; timeline and specifics will be forthcoming as planning continues.

Mr. Perez will follow-up with Chancellor on update to district Mission Statement.

Importance was made that campuses drive district planning and driving discussions in planning.

Ms. Iris requested her office be included when discussions are held with consultant(s) on this project.

Dr. Lamb noted that from an accreditation process making it a regularized process for review is important. SCC is in preliminary stages, not confirmed, of potentially putting together an RFP to hire a consultant to help with their educational master plan.

Alignment with the colleges in the process and planning is important.

Dr. Lamb will take discussion to President's Cabinet to start master cycle earlier than current cycle;

Dr. Flores will do same.

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Dr. Melba Castro • Alana Gates • Dr. Marilyn Flores • 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 • Aaron Voelcker

It was suggested to also bring discussions to Chancellor's Cabinet.

Dr. Flores will provide Linda Melendez with scope of work/deliverables/understanding of client (RSCCD).

Dr. Flores will gather and forward to Ms. Pham to bring back to POE at a future meeting.

Ms. Pham will share with members the timeline of what's being proposed.

V. PLANNING AT THE COLLEGES - Information

a. Santiago Canyon College

i. Planning Update on Accreditation

Mr. Voelcker provided update: he and Dr. Ralston met with visiting team, March 7, 8 site visit; 2 open forums-one on each day, interviews scheduled and exit report, the core inquiry, more information to be shared as released.

On college planning: engaging with AACRO with specific focus on adult learners of color but not only focus; Mr. Voelcker and Darlene Diaz met with coach on project.

Mr. Voelcker will share new developments at next DEMW meeting.

ii. Enrollment Update

Dr. Flores reported on enrollment, late start sections, potential 200 more FTES.

Mr. Isbell left meeting at this time.

Growth is several sections, rolling out late start campaign and building the summer and fall schedule.

b. Santa Ana College

i. Planning Update on Accreditation

Dr. Lamb reported on accreditation; similar to SCC but no meeting with visiting team yet, two core inquiries being drafted, applied and awarded one IEPI PRT grant. Reported on work being done with Enrollment Management Workgroup, partnership with the coach at San Diego State related to the student equity plan institute.

Dr. Lamb will forward Mr. Perez timeline on target setting.

Ms. Santoyo will send Dr. Lamb same information sent to Dr. Flores related to IEPI RP Group.

ii. Enrollment Update

Dr. Lamb reported on being up in headcount, 273 sections of late start, 450 students on waitlist, 65% full on late start courses; the cash for credit campaign and gearing up for Bachelor's Degree program for August; processes and procedures.

Mr. Rutan reported on BA for SCC, those discussion are being held, goal to identify program and to apply in August as well.

Dr. Lamb reported looking at different programs, not identified final yet.

VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information

a. March 17, 2022 next meeting-agenda item 'Dual Enrollment'

Ms. Pham will be in communication with leadership to ensure message is appropriate.

VII. *GRANT DEVELOPMENT SCHEDULE – Information

Ms. Santoyo reported on the grant schedule.

VIII. DISTRICTWIDE ENROLLMENT MANAGEMENT WORKGROUP MEETING UPDATE - Information

a. February 4, 2022

Mr. Perez reported on follow up being done on data. Mr. Perez and Dr. Lamb will catch up offline on February's enrollment management committee meeting.

IX. OTHER

Next meeting scheduled for Wednesday, March 23, 2022.

Mr. Perez adjourned the meeting at 4:30pm

*attachment provided
Approved: March 23, 2022