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, March 22, 2023 3:30pm-5:00pm

https://us06web.zoom.us/j/85476788819 OR dial 1-669-444-9171 / 85476788819#

I.   **WELCOME**

II.   **APPROVAL OF MINUTES – Action**
    a. *February 22, 2023 regular meeting

III.   **SRP OVERVIEW – Information**

IV.   **DISTRICT COUNCIL UPDATE – Information**
    a. Update from March 6, 2023 meeting
    b. Next meeting April 3, 2023

V.   **BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) – Information**
    a. Update from March 16, 2023 Meeting
    b. Next meeting May 18, 2023

VI.   **UPDATE ON COMPREHENSIVE MASTER PLAN – Discussion**

VII.   **PLANNING - Information**
    a. District Office
        i. *I&EP Update
    b. Santiago Canyon College
        i. Planning Update
        ii. Enrollment Update
    c. Santa Ana College
        i. Planning Update
        ii. Enrollment Update

VIII. ***GRANT DEVELOPMENT SCHEDULE – Information**
    a. New Resource Development Initiatives

IX.   **OTHER**

   NEXT MEETING: ***Wednesday, April 26, 2023***

                                                  ***attachment provided*

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE
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Minutes

Wednesday, February 22, 2023 3:30pm-5:00pm virtual by zoom

Present: Karley Dinh • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Veronica Munoz • Tyler Nguyen • Enrique Perez • Nga Pham • Roxana Pleitez •Sergio Rodriguez on behalf of Dr. Melba Castro and Aaron Voelcker, Craig Rutan • Sarah Santoyo • Alana Gates on behalf of Michael Taylor
Guests: Adam O'Connor, Daniel Martinez

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

I.   WELCOME
   Mr. Perez provided welcoming remarks.

II.   APPROVAL OF MINUTES – Action
   a.   *January 25, 2023 regular meeting
        It was moved by Dr. Kennedy; seconded by Mr. Rutan with abstentions from Mr. Perez and Ms. Santoyo to approve the January 25, 2023 minutes. Motion carried unanimously.

III.   DISTRICT COUNCIL UPDATE – Information
   a.   Update from January 30, 2023
   b.   Next meeting March 6, 2023
   Mr. Rutan provided update from January 30th meeting. Next meeting scheduled for March 6, 2023.

IV.   UPDATE ON COMPREHENSIVE MASTER PLAN – Discussion
   Mr. Perez provided update; work projected to start in July. Plan is to bring in professional consultant now to help in areas that are available to start earlier and start bulk of work in July. Mr. Perez will connect with presidents and senates. Goal is to have agreement board approved at March board meeting. Will begin scheduling meetings with stakeholders from colleges.

V.   PLANNING - Information
   a.   District Office
      i.   *I&EP Update
         Mr. Perez provided update to plan.
   b.   Santiago Canyon College
      i.   Planning Update
         Mr. Rodriguez reported on spring implementation, details of Strategic Master Plan and work with consultant.
         Mr. Rutan shared on overhaul being done to collegial governance structure; hasn't been done in past 10yrs, staffing not same. Trying to consolidate and make clear responsibilities.
      ii. Enrollment Update
         Mr. Rodriguez reported on enrollment and modality analysis. 60% students online; 36% F2F.

Dr. Lamb shared SAC seeing historic numbers in number of places. F2F classes almost tripled. Encourages SCC to think broadly and deeply about offering more F2F, has seen it take a bit more time but F2F demand does increase.

Ms. Santoyo shared information related to Datamart.

c. Santa Ana College

i. Planning Update

Dr. Lamb reported on Equity Planning Institute, new strategies, leveraging people. Looked at IEPI agenda from Feb. 8 meeting, using that as place, looking at classified representation for participatory committees. Has a goal worksheet that they use for each committee, also will be rating effectiveness, updating websites, using websites at tool, using training on how to run meetings along with Roberts Rules.
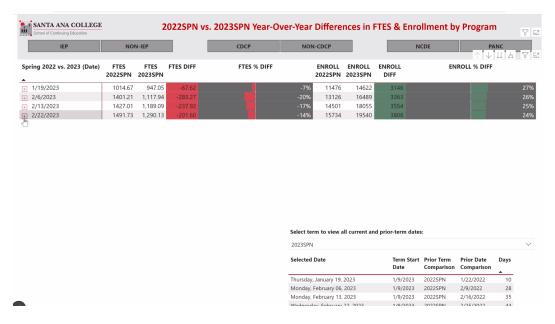
ii. Enrollment Update

Dr. Lamb reported credit up 12%, headcount up 4%, section count is flat which means using sections to fullest. Keeping close eye on schedule and 8weeks opportunity coming up. Pulls report on how many students are within 2-3 classes of completion and ensures next schedule has those classes available with reach out to students and EW's dropped students.
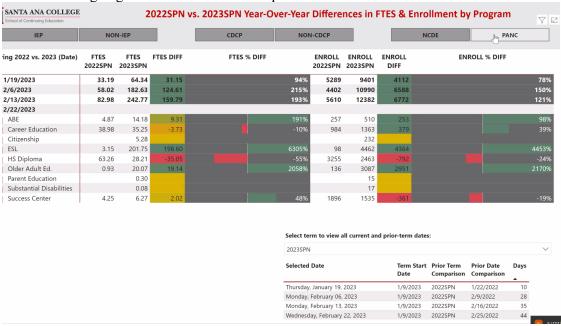
Dr. Hubbard shared work being done in Student Services; welcome groups throughout campus, outreach efforts, looking at where there are gaps in early decision students—next step to onboard as summer students and onboarding seminar for parents re: PROMISE opportunity.

Dr. Kennedy shared 2022-23 Year Over Year Differences in FTES & Enrollment by Program:

SANTA ANA COLLEGE
School of Continuing Education

2022SPN vs. 2023SPN Year-Over-Year Differences in FTES & Enrollment by Program

IEP	NON-IEP		CDCP	NON-CDCP		NCDE	PANC

Spring 2022 vs. 2023 (Date)	FTES 2022SPN	FTES 2023SPN	FTES DIFF	FTES % DIFF	ENROLL 2022SPN	ENROLL 2023SPN	ENROLL DIFF	ENROLL % DIFF
1/19/2023	1014.67	947.05	-67.62	-7%	11476	14622	3146	27%
2/6/2023	1401.21	1,117.94	-283.27	-20%	13126	16489	3363	26%
2/13/2023	1427.01	1,189.09	-237.92	-17%	14501	18055	3554	25%
2/22/2023	1491.73	1,290.13	-201.60	-14%	15734	19540	3806	24%

Select term to view all current and prior-term dates:

2023SPN

Selected Date	Term Start Date	Prior Term Comparison	Prior Date Comparison	Days
Thursday, January 19, 2023	1/9/2023	2022SPN	1/22/2022	10
Monday, February 06, 2023	1/9/2023	2022SPN	2/9/2022	28
Monday, February 13, 2023	1/9/2023	2022SPN	2/16/2022	35
Wednesday, February 22, 2023	1/9/2023	2022SPN	2/25/2022	44

Area continuing to grow is adult ed for HS Diploma:

SANTA ANA COLLEGE
School of Continuing Education

2022SPN vs. 2023SPN Year-Over-Year Differences in FTES & Enrollment by Program

IEP	NON-IEP		CDCP	NON-CDCP		NCDE	PANC

Spring 2022 vs. 2023 (Date)	FTES 2022SPN	FTES 2023SPN	FTES DIFF	FTES % DIFF	ENROLL 2022SPN	ENROLL 2023SPN	ENROLL DIFF	ENROLL % DIFF
1/19/2023	33.19	64.34	31.15	94%	5289	9401	4112	78%
2/6/2023	58.02	182.63	124.61	215%	4402	10990	6588	150%
2/13/2023	82.98	242.77	159.79	193%	5610	12382	6772	121%
2/22/2023								
ABE	4.87	14.18	9.31	191%	257	510	253	98%
Career Education	38.98	35.25	-3.73	-10%	984	1363	379	39%
Citizenship		5.28				232		
ESL	3.15	201.75	198.60	6305%	98	4462	4364	4453%
HS Diploma	63.26	28.21	-35.05	-55%	3255	2463	-792	-24%
Older Adult Ed.	0.93	20.07	19.14	2058%	136	3087	2951	2170%
Parent Education		0.30				15		
Substantial Disabilities		0.08				17		
Success Center	4.25	6.27	2.02	48%	1896	1535	-361	-19%

Select term to view all current and prior-term dates:

2023SPN

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Thursday, January 19, 2023	1/9/2023	2022SPN	1/22/2022	10
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Wednesday, February 22, 2023	1/9/2023	2022SPN	2/25/2022	44

Dr. Kennedy reported SCC up for spring, Inmmate Education Program increasing in headcount and FTES.

VI.   ***GRANT DEVELOPMENT SCHEDULE – Information**
a.   New Resource Development Initiatives
Ms. Santoyo reported on updates to Grant Schedule, will follow up with Michelle on question raised.

Mr. Perez shared work being done with Senator offices on Earmarks. Will be reaching out to put together workgroups.
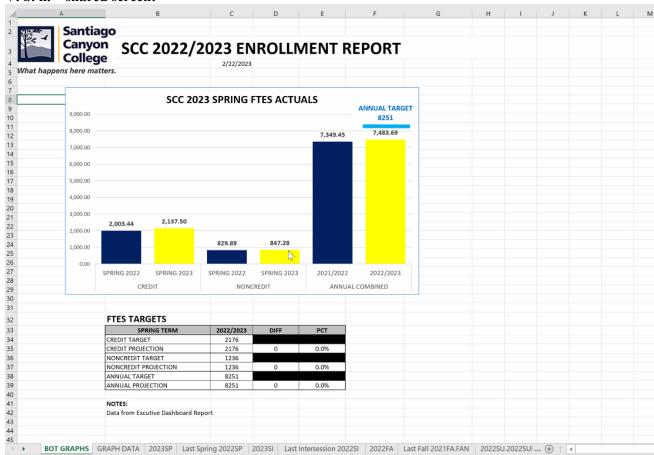
VII.   **OTHER**
Ms. Pham shared next BIEC meeting scheduled for March 16, on agenda is Dual Enrollment and document re: functions at colleges and district operations. Ms. Pham shared Economic Impact Reports being done and funded by OCRC, draft projected by end of month.

Mr. Perez will connect with co-chair and individual members related to previous conversations on revisions to membership.

Next meeting scheduled for Wednesday, March 22, 2023.

Mr. Perez adjourned the meeting at 4:28pm.

V. b. ii. – shared screen:

2023SP SCC Student Enrollment Analysis by Modality

02.09.2023

2023SP Section Modalities

MODALITY	SECTIONS	PCT
ONLINE	350	50%
HYBRID	52	7%
ON-CAMPUS	298	43%
TOTAL	700	

2023SP Enrolled Seats by Modality

MODALITY	SEATS	PCT
ONLINE	10398	59%
HYBRID	919	5%
ON-CAMPUS	6386	36%
TOTAL	17703	

2023SP Student Class Load by Modality

MODALITY	STUDENTS	PCT	
ONLINE ONLY	3374	46%	
MIXED LOAD	2610	36%	81% of students have an online component
ON-CAMPUS ONLY	1364	19%	
TOTAL	7348		

2023SP Low Enrolled (< 20) Sections by Modality

MODALITY	SECTIONS	PCT
ONLINE	80	35%
HYBRID	29	13%
ON-CAMPUS	120	52%
TOTAL	229	

NOTES:

~ONLINE consists of Canvas, Zoom, or Virtual Hybrid

~HYBRID consists of Canvas/On-Campus or Zoom/On-Campus

~ON-CAMPUS consists of On-Campus or Off-Campus synchronous meetings

~MIXED LOAD consists of any combination of On-Campus, Hybrid, and Online

~Data excludes Apprenticeship

Supplemental Retirement Plan (SRP) 1 and 2 Analysis and Recommendation

SPRING 2023

IRIS INGRAM, VICE CHANCELLOR, BUSINESS SERVICES

ADAM O'CONNOR, ASSISTANT VICE CHANCELLOR, FISCAL SERVICES

SRP1

- Due to the need for budget cuts in 2020, **80% of final compensation** was offered as a SRP incentive

- Faculty to resign/retire on or before December 31, 2020 and other employees as of September 30, 2020

- A total of **75 employees** took the SRP (16 faculty, 11 management, and 48 classified staff)

- Based on permanent adjunct replacement only for faculty and 50% replacement of other positions, **first year savings of $3 million and five-year cumulative savings of $18 million was projected**

SRP2

▶ For additional budget reductions SRP2 was offered at **75% of final compensation** as the incentive

▶ Classified and management to resign/retire as of June 30, 2021

▶ In order to incentivize Faculty and **maximize participation and savings as well as reduce the liability**, offer **two additional retirement windows** to allow them to take "Banking Leave", but get the commitment to retire now

▶ 75% of salary at 6/30/21, 55% of salary at 12/31/21 and 35% of salary at 6/30/22

Combined SRP1 and SRP2 Outcome

- 21 Faculty accepted, including 13 with Banking Leave, for a total of **37 SRP1 and SRP2**

- 19 Classified accepted for a total of **67 SRP1 and SRP2**

- 9 Managers accepted for a total of **20 SRP1 and SRP2**

- Total **49 new retirements** for **124 total SRP1 and SRP2**

- Five-year estimated savings from SRP2 = **$14.6 million**

- <u>Total</u> five-year estimated savings from SRP1 and SRP2 = **<u>$32.6 million</u>**

- Banking Leave Liability reduced by **over 10% (Approx. $600k)**

Accumulated and Projected Savings

- 2020 (Half Year) $3,433,866
- 2021/2022 $9,201,153
- 2022/2023 (Est.) $6,000,000
- 2023/2024 (Proj.) $6,000,000
- 2024/2025 (Proj.) $6,000,000
- 2025 (Half Year)   <u>$3,000,000</u>
  - Total Projected   **$33,635,019** over Five Years

Recommendation

- The budget outlook has changed significantly over last three years
- Our district has ~$10.4 million in <u>ongoing</u> FTES Restoration we can capture if we can continue to grow
- Continued growth is dependent on ability to hire additional faculty and necessary support staff as soon as possible, therefore the colleges need access to the ongoing SRP savings vacant positions funding
- Recommend ending the separate accounting of the SRP savings vacant positions funding and allocate remaining ongoing budget to the colleges through the District Budget Allocation Model (BAM) effective July 1, 2023
- Further recommend a transfer of the projected accumulated one-time net savings of $14 million to increase the Board Policy Contingency

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
Submitted									
Congressionally Directed Spending (Earmark) Correa $2.5 million	SAC Dr. Annebelle Nery	#1, #2, #3 and #4	April 13, 2022	**UPDATE: Project awarded at $2 million. Need to submit an application to the Dept of Ed by 3/31/2023 to get the grant agreement.**	November 2022	No	CTE pathways that start in non-credit courses (for CTE skill development and prep for credit programs, basic skills, English) and transition to credit certificate and degree programs. Develop these pathways for in-demand occupations and careers in the region to diversify the workforce and broaden engagement and access by marginalized populations. Collaborate with Workforce Development Boards to connect dislocated, under- and un-employed workers to career training that leads to in-demand jobs in the region.	No	No less than 1 week to submit for opportunity.
NSF P4Climate $68,142 *Sub-grantee of CSUF*	SCC – Prof. Angela Daneshmand		October 20, 2022	Submitted	March 2023	No	Support undergraduate research opportunities for SCC geology students.	No	Yes
Song-Brown Nursing Grant $200,000	SAC – Assoc. Dean, Mary Steckler	Goals #3 and #4	November 15, 2022	**UPDATE: Awarded!**	February 28, 2023	No	These funds are to increase the program's capacity to serve more students by support a PT faculty member for clinical instruction, learning facilitators and a student services coordinator and clerk. All of these persons are already working in the department and supported by the current Song-Brown grant. A new award would continue to support this work.	No	Yes
California Community Colleges Chancellor's Office CA Apprenticeship Initiative – New and Innovative $120,000 – Planning Up to $1.5 million - Implementation	CEC – Lorena Chavez – Planning SAC – Larisa Sergeyeva, Chantal – Implementation Lamourelle – C SCC – Elizabeth Arteaga, Regina Lamourelle, Implementation	Goals #1, #2, #3 and #4	December 16, 2022	**UPDATE: All 3 Awarded!**	February 2023	No	CEC will investigate development of an HR apprenticeship. SAC and SCC will develop apprenticeship programs in Child Development.	Yes	Yes

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
California Community Colleges Chancellor's Office Culturally Responsive Pedagogy & Practices Innovative Best Practices $300,000	SAC – Dr. Lamb; Chantal Lamourelle	Goal #1	February 17, 2023	Submitted	April 17, 2023	No	Provide culturally competent professional development, with an emphasis on improving learning outcomes. Funds are to aid institutions to develop innovative DEIA-minded and culturally competent professional development training for faculty.	No	Yes
California Community Colleges Chancellor's Office EEO Innovative Best Practices $300,000	DO – Sil Han Jin	Goal #2	February 24, 2023	Submitted	April 7, 2023	No	Implement pre-hiring, post-hiring or diversity promising interventions to achieve ambitious outcomes pertaining to promoting equal employment opportunities and diversifying faculty and staff.	Expectation to sustain key strategies with proven impact	Yes
FY2024 Sen. Padilla Earmark $3 million	SCC – Jeannie Kim, Elizabeth Arteaga, Prof. Jeffry Dennis		March 3, 2023	Submitted	Fall 2023	No	Water/Wastewater Technology Program classrooms upgraded with industry standard equipment and partnerships with municipal and water boards to create applied learning local projects to produce highly-qualified and diverse graduates to meet regional workforce need.	No	Yes
FY2024 Sen. Feinstein Earmark & Congressmember Kim $5.14 million	SCC – Jeannie Kim, Elizabeth Arteaga, Prof. Jeffry Dennis		Feinstein 3/13/23 Kim 3/31/23	Submitted	Fall 2023	No	Retrofit 2 classrooms for the Water/Wastewater Technology Program to convert them to industry standard classroom labs that support applied learning projects/hands-on learning.	No	Yes
FY2024 Congressmember Correa Earmark $1,080,000	SAC – Annebelle Nery, Jim Kennedy		March 15, 2023	Submitted	Fall 2023	No	Implement a project to increase the non-credit to credit transfer by 47%, with a focus on non-credit students in High School Subjects, CTE, and ESL programs.		Yes
National Endowment for the Humanities	SCC – Michelle Samura, Rachel Petrocelli	Goals #3 and #4	Pre-App – March 21, 2023 App – May 9, 2023	Pre-proposal to be submitted 3/21/23; Full proposal due 5/9/2023	December 31, 2023	No	Build a robust Humanities Pathway at SCC.	Yes	Pending
Spring 2023									
FCCC Youth Empowerment Strategies for Success – Independent Living Program (YESS-ILP) $22,500 over 2 years	SAC – Deisy Romero	Goal #1 and #4	March 31, 2023	Writing	May 12, 2023	No	Program and services that provide former foster youth with life skills and a supportive campus environment that increases their ability to succeed.	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
NSF AI Innovation through capacity building and partnerships $300,000 - $700,000 per year for 4 years	SCC – Michelle Samura, Jared Miller	Goals #1, #2 and #4	3/14/23 – 6/26/23	Planning	Fall 2023	No	TBD	No	Pending
ECMC Foundation Takeoff- Institutional Innovations for College Men of Color $75,000	SAC – Chantal Lamourelle	Goals #1, #3 and #4	April 10, 2023	Planning	June 2023	No	Implement strategies laser-focused on supporting college men of color to increase their enrollment, retention, persistence, success and completion.	Expectation to sustain key strategies with proven impact	Pending
Title V – Strengthening Hispanic-Serving Institutions $500,000-$700,000/yr for 5 years	SCC – Jeannie Kim, Aaron Voelker, Melba Castro	Goals #1, #2, #3 and #4	Est. June 2023	Planning	October 2023	No	TBD	Expectation to sustain key strategies with proven impact	Pending
Title III – Strengthening Asian American and Native American Pacific Islander-Serving Institutions Program	SAC – Maria Dela Cruz	Goals #1, #2, #3 and #4	Est. June 2023	Planning	October 2023	No	Expand/enhance student center dedicated to outreach, engage, and support ANAPIS student success.	Expectation to sustain key strategies with proven impact	Pending
FEMA Assistance to Firefighters Grants $100,000-$200,000	SAC – Jennifer Maloni	Goals #1 and #2	Est. Fall 2023	Planning	February 2024	Yes. 20%.	Strengthen the wellness component of the Fire Technology Program.	No	Pending

National Science Foundation

Campus Cyberinfrastructure. Due March 1, 2023; September 11, 2023.

The Campus Cyberinfrastructure (CC*) program invests in coordinated campus-level cyberinfrastructure improvements, innovation, integration, and engineering for science applications and distributed research projects. Learning and workforce development (LWD) in cyberinfrastructure is explicitly addressed in the program. Projects that help overcome disparities in cyber-connectivity associated with geographic location, and thereby advancing the geography of innovation and enabling populations based in these locales to become more nationally competitive in science, technology, engineering, and mathematics (STEM) research and education are particularly encouraged. Science-driven requirements are the primary motivation for any proposed activity.

CC* awards will be supported in seven program areas: Each program area will support awards pursuant to the following budget and duration:

1. Data-Driven Networking Infrastructure for the Campus and Researcher awards will be supported at up to $650,000 total for up to 2 years;
2. Regional Connectivity for Small Institutions of Higher Education awards will be supported at up to $1,200,000 total for up to 2 years;
3. Network Integration and Applied Innovation awards will be supported at up to $1,000,000 total for up to 2 years;
4. Campus Computing and the Computing Continuum awards will be supported at up to $500,000 total for up to 2 years;
5. Regional Computing awards will be supported at up to $1,000,000 total for up to 2 years;
6. Data Storage awards will be supported at up to $500,000 total for up to 2 years; and
7. Planning Grants will be supported for up to $100,000 for 1 year and CI-Research Alignment awards will be supported for up to $200,000 total for up to 2 years.

Estimated number of awards: 30 to 53

Workforce Development Board

AB 628 Breaking Barriers to Employment Initiative: Provide individuals with barriers to employment the services they need to enter, participate in and complete workforce preparation, training and education programs aligned with regional labor market need. The focus is on the following target populations: disconnected youth, women seeking to enter non-traditional fields; un-, under- and low-skilled workers; persons for whom English is not their primary language; economically disadvantaged; CalWORKS participants; re-entry and soon to be released individuals; veterans, migrants/seasonal workers; Native Americans; persons with disabilities; immigrants; persons over 50 who need retraining for in-demand skills; other populations identified in the Unemployment Insurance Code. The single award funding amount is not clear, though there is a 20% cash/in-kind cash match requirement. Total available funding is $22,760,000.

High-Road Training Partnerships (HRTPs): Resilient Workforce Fund Program. Ongoing submissions. Performance period of 3 years. Up to $1 million. HRTPs are industry-based, worker-focused training partnerships that build skills for California's high-road employers. Required elements: industry-led problem-solving; partnerships are a priority; worker wisdom – bring worker voice into strategies; industry-driven education and training solutions – tap into existing training, develop and deliver their own programs or use a hybrid model specific to workforce needs.

Updated: March
2023

Grant Schedule

Summary Sheet of Positions related to grant and contract proposals

Site	Grant	Staff proposed in grant applications
CEC	CAI New and Innovative	<50% of Director, Special Programs Student Services Coordinator 200-300 hours for curriculum development
DO	EEO Innovation and Best Practices Grant	Increase staff to coordinate the program
SAC	Congressionally Directed Spending	Not known at this time.
	CAI New and Innovative	Student Services Coordinator Stipends for Master Teacher Mentors Peer Mentors (1 per college) Instruction to offer classes for the cohort of apprentices
	Culturally Competent Pedagogy and Practices Grant	Tentative: Professional development costs Faculty stipends
SCC	CAI New and Innovative	Student Services Coordinator Stipends for Master Teacher Mentors Peer Mentors (1 per college) Instruction to offer classes for the cohort of apprentices
	P4Climate Initiative	PI: 144 hours in the summer Student Assistants: 160 hours
	NEH Humanities Initiative	Tentative: Overload/LHE for faculty PI and Co-PI Support staff costs part-time

March 2023