



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

MINUTES

Wednesday, December 6, 2023 3:30pm-5:00pm

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

Present: Matthew Beyersdorf • Claire Coyne • Tara Kubicka-Miller • Veronica Munoz • Enrique Perez • Nga Pham • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Dr. Jason Parks • Christopher Sweeten • Aaron Voelcker

- Guests: Iris Ingram, Dr. Jeannie Kim, Jesse Gonzalez, Carrie Matsumoto, Linda Melendez and Dr. Daniel Martinez
- Guests: Representatives from Collaborative Brain Trust (CBT) - Dr. Nicki Harrington, Cindy Griffith, KC Greaney, and Dr. Sally Montemayor Lenz.

Patricia Duenez present as record keeper.

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

I. WELCOME

Mr. Perez provided welcoming remarks.

II. *APPROVAL OF MINUTES – Action

- a. November 15, 2023, regular meeting

It was moved by Mr. Voelcker; seconded by Mr. Rutan to approve the November 15, 2023 minutes.

III. UPDATE TO RSCCD COMPREHENSIVE MASTER PLAN, DISTRICT SERVICES AND OPERATIONS PLAN & COLLEGE EDUCATIONAL MASTER PLANS – Updates

1. Update on the five project activities.

Matthew Beyersdorf joined at this time.

2. Data Presentation #3 of 3 - KC Greaney

Ms. Greaney presented and share screen of Comprehensive Master Plan/External Scan Data.

Iris Ingram via chat: The CA Dept of Finance lists Orange County as a "no growth" county. That should be factored into the external analysis also.

Claire Coyne joined at this time.

Dr. Jeannie Kim via chat: 100% agree that we need the data integrity, validity and reliability within the district. Glad we are not waiting to work on this issue.

Ms. Greaney noted request to separate student centered funding formula data.

Questions were raised and answered.

Ms. Duenez will forward slides shared by Ms. Greaney to members.

POE COMMITTEE MEMBERS:

Matthew Beyersdorf • Claire Coyne • Dr. Vaniethia Hubbard • Dr. Jeffrey Lamb • Dr. James Kennedy • Tara Kubicka-Miller • Veronica Munoz • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Dennise Rusk • Craig Rutan • Sarah Santoyo • Christopher Sweeten • Aaron Voelcker

IV. *2024-25 REVIEW INITIAL REQUESTS FOR RESOURCE ALLOCATION – Information / Discussion

a. *Educational Services

1. ITS (6 positions): 1. Technical Specialist I 2. Network Specialist IV 3. Applications Specialist IV 4. Information Security Specialist 5. Helpdesk Analyst 6. Technical Supervisor
2. ITS-Software Funding: Distance Education Technology / ITS Software and Training - Mac Support / Software Technology
3. Supplemental Funding for Assistant Vice Chancellor of Educational Services

Due to time constraints, item IV. a. is being moved to next meeting.

b. *Business Services

1. Facility Planning, Construction and District Support Services (2 positions): 1. Assistant Project Manager 2. Administrative Clerk
2. Purchasing Services: Replenish Postage Meter
3. District Safety & Security (2 positions): 1. Senior Clerk Dispatcher 2. Security Officer
VC Ingram reported on requests from her area.
Asst. VC Matsumoto spoke to need for Facility Planning position requests and clerical needs for record keeping, retention, public records requests.
VC Ingram reported on Safety & Security requests and need for replenishment of parking fund.

Roxana Pleitez shared by chat: CSEA contract 20.3 speaks about parking fees 20.3.2 Effective July 1, 2022, the parking fee rate will be \$50 per year for all full-time unit members. The parking fee for part-time unit members will be \$20 per semester. Part-time unit members can purchase \$20 for each semester (fall and spring) and \$10 for the summer semester.

VC Ingram will share with group data on RSCCD being lower of districts for parking fees.

V. *GRANT DEVELOPMENT SCHEDULE – Information

- a. New Resource Development Initiatives
Item provided as informational.

VI. BOARD INSTITUTIONAL EFFECTIVENESS COMMITTEE (BIEC) UPDATE

- a. Next meeting: December 6, 2023 - 5:00 pm
Item provided as informational.

VII. OTHER

Comprehensive Master Plan (CMP) Development Retreat scheduled for Wednesday, January 17, 2024, 1 - 5 pm at Santa Ana College in Johnson Student Center.

Mr. Perez adjourned the meeting at 5:14 pm.

Approved: February 28, 2024

**attachment provided*