



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 26, 2025, 3:30 pm – 5:00 pm

I. CALL TO ORDER/

II. INTRODUCTIONS

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

Members present: Dr. Maria Aguilar Beltran • Litzy Chevez • Claire Coyne • Omar Hernandez • Dr. James Kennedy • Tara Kubicka-Miller • Dr. Jeffrey Lamb • Dr. Jason Parks • Enrique Perez • Craig Rutan • Sarah Santoyo • Dr. Larisa Sergeyeva • Aaron Voelcker

Guests: Iris Ingram, Dr. Daniel Martinez, Adam O'Connor

III. *APPROVAL OF MINUTES – Action

a. January 22, 2025, regular meeting

It was moved by Ms. Coyne; seconded by Mr. Voelcker and carried with abstention from Ms. Kubicka-Miller, to approve the January 22, 2025, regular meeting minutes. Dr. Parks was not present at the vote.

IV. DISTRICT COUNCIL - Information

a. Previous meeting: Monday, February 3, 2025

b. Next meeting: Monday, March 3, 2025

As informational Mr. Perez and Mr. Rutan reported on action items from the February 3, 2025, District Council meeting.

V. *DISTRICT LEVEL PARTICIPATORY GOVERNANCE COMMITTEE MEMBERSHIP – PROPOSED CHANGES TO PLANNING DESIGN MANUAL - Information / Action

a. ***Planning & Organizational Effectiveness (POE) - Action**

b. *Human Resources Committee (HRC) – Information

c. *Fiscal Resources Committee (FRC) – Information

d. *Physical Resources Committee (PRC) – Information

e. *Technology Advisory Group (TAG) - Information

Membership to the Planning & Organizational Effectiveness (POE) Committee was moved by Mr. Rutan; seconded by Ms. Coyne to approve changes as proposed. Discussion ensued. Revision made to change membership from Assistant Vice Chancellor, Educational Services to Assistant Vice Chancellor, Fiscal Services (or designee) with clarification ‘or designee’ intended to be an administrator. The motion passed to approve changes, with abstention from Ms. Chevez and Mr. Hernandez.

POE COMMITTEE MEMBERS:

Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Litzy Chevez • Claire Coyne • Omar Hernandez • Dr. Vaniethia Hubbard • Dr. James Kennedy • Tara Kubicka-Miller • Dr. Jeffrey Lamb • Veronica Munoz • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Craig Rutan • Sarah Santoyo • Dr. Larisa Sergeyeva • Christopher Sweeten • Aaron Voelcker

VI. *RSCCD COMPREHENSIVE PLAN, DISTRICT SERVICES AND OPERATIONS PLAN & COLLEGE EDUCATIONAL PLANS – TIMELINE & QUARTERLY REPORT OUT - Information

- i. June 25, 2025, POE Committee Meeting
 - ii. October 22, 2025, POE Committee Meeting
- Item VI as informational.

VII. GRANT DEVELOPMENT SCHEDULE – Information

- a. New Resource Development Initiatives
- Ms. Santoyo reported on the February grant schedule.

VIII. OTHER

Mr. Perez shared he will connect with Ms. Coyne on all changes to the Planning Design Manual and will bring back to POE for a recommendation to forward to District Council for approval.

The next is meeting is scheduled for Wednesday, March 26, 2025.

Mr. Perez adjourned the meeting at 4:09 pm.
Minutes approved March 26, 2025.

**attachment provided*