Building the future through quality education



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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, October 22, 2025, 3:30 pm – 5:00 pm

https://rsccd-edu.zoom.us/j/88439883333 OR dial 1-669-444-9171 / 884 3988 3333#

- I. CALL TO ORDER
- II. *APPROVAL OF MINUTES ACTION
 - a. September 24, 2025, regular meeting
- III. DISTRICT COUNCIL Information
 - a. October 6, 2025, meeting: cancelled
 - b. Next meeting: Monday, November 3, 2025
- IV. UPDATE TO RUBRIC FOR PLANNING DESIGN MANUAL Information
- V. UPDATE TO BOARD POLICY AND ADMINISTRATIVE REGULATION PROCESS –
 Discussion
- VI. *REVIEW OF COMMITTEE ROLES AND RESPONSIBILITIES AND 2024-26 GOALS Discussion
- VII. *GRANT DEVELOPMENT SCHEDULE Information
 - a. New Resource Development Initiatives
- VIII. RSCCD COMPREHENSIVE PLAN, DISTRICT SERVICES AND OPERATIONS PLAN & COLLEGE EDUCATIONAL PLANS TIMELINE & QUARTERLY REPORT OUT Information
 - a. June 19, 2025, Deadline: Updates from College/DSO leads (Chancellor's Cabinet Report Out June 23, 2025, by VC Perez)
 - b. October 23, 2025, Deadline: Updates from College/DSO leads (Chancellor's Cabinet Report Out October 27, 2025, by VC Perez)
- IX. OTHER

NEXT MEETING: Wednesday, November 19, 2025, 3:30 pm -virtual by Zoom

*attachment provided

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.

RSCCD Strategic Directions 2024 – 2032

- 1. Advance the Rancho Santiago Community College District as a proactive and future-focused institution of educational excellence that is equitable, student-centered, and outcomes-focused for the student of today and tomorrow.
- 2. Forge strategic partnerships to create innovative pathways, ensuring relevance, equity, and quality of life enhancement for students through intentional outreach and collaborative initiatives.
- 3. Develop streamlined, data-informed, innovative systems and processes that utilize cutting-edge technology and collaboration to support both the employee experience and student access and success
- 4. Leverage diverse funding streams, provide comprehensive professional development, and support accessible virtual spaces and physical facilities to increase student success in an ever-changing educational environment.

SAC Mission	
Santa Ana College inspires,	Santiag
transforms, and empowers a	innovat
diverse community of	dedica
learners.	1

SCC Mission Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth.

DSO Roles and Functions Centralized Services District Operations Board / Board Committee Support Regional, State, & External Roles

2024-2032 RSCCD Comprehensive Plan for the District - Board approved June 24, 2024

2025-2026 MEETING SCHEDULE

Location: Zoom or DO-Conference Room TBD

Time: 3:30pm-5:00pm*
*or as noted on agenda

2025	2026
Wednesday, July 23 (tentative dark-no meeting)	January (dark-no meeting)
Wednesday, August 27	Wednesday, February 25
Wednesday, September 24	Wednesday, March 25
Wednesday, October 22	Wednesday, April 22
Wednesday, November 19 (due to holiday)	Wednesday, May 27
Wednesday, December 17 (due to holiday)	Wednesday, June 24

RANCHO SANTIAGO Community College District

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PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

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Draft Minutes

Wednesday, September 24, 2025, 3:30 pm – 5:00 pm

https://rsccd-edu.zoom.us/j/88439883333 OR dial 1-669-444-9171 / 884 3988 3333#

I. CALL TO ORDER

Mr. Perez called the meeting to order at 3:37 pm.

Members present: Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Claire Coyne • Tara Kubicka-Miller • Dr. Daniel Martinez • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Craig Rutan • Yajaira Velazquez

Guests: Iris Ingram, Dr. Annebelle Nery Patricia Duenez present as record keeper.

II. *APPROVAL OF MINUTES – ACTION

a. August 27, 2025, regular meeting It was moved by Mr. Parks; second by Ms. Kubicka-Miller with abstention from Ms. Pleitez to approve the August 27, 2025, meeting minutes.

III. DISTRICT COUNCIL - Information

a. Next meeting: Monday, October 6, 2025

IV. *PROPOSED CHANGES TO PLANNING DESIGN MANUAL - ACTION

It was moved by Ms. Coyne; second by Dr. Parks to approve the proposed changes to the Planning Design Manual.

Ms. Pham shared screen of the RSCCD Tentative Budget Calendar for the 2026-2027 FY and shared the Flowchart; alignment is needed.

Ms. Kubicka-Miller spoke to Appendix 5 Flowchart Vs pages 17-19 of the manual need to align. Process in pages 17-19 of whom does what is correct.

Ms. Pham will review pages 17-19 to ensure the months in which actions take place align with what is stated in the Flowchart and with the budget tentative calendar.

Mr. O'Connor spoke to the Rubric and legally mandated positions not applicable to a point system.

Mr. Rutan clarified the Rubric originated from SCC.

Ms. Ingram spoke to the possible need for a separate processor category to look to requirements that are legal mandates and how to address them.

Ms. Pham will note the column with one-time or ongoing as 'informational'.

A Taskforce was suggested to update and clarify the Rubric with initial members of Ms. Pham,

Ms. Ingram and Ms. Kubicka-Miller. Ms. Pham is taking the lead in this effort.

Updated revisions to the Planning Manual will be brought back at next meeting. No action was taken.

V. *UPDATE TO BOARD POLICY AND ADMINISTRATIVE REGULATION PROCESS – DISCUSSION

Mr. Perez presented process. Discussion ensued. It was decided to form a Taskforce for workgroup to take deeper dive into the process and bring back a recommendation to POE. Initial Taskforce group includes Ms. Coyne, Mr. O'Connor, Ms. Pleitez and Ms. Kubicka-Miller. Ms. Coyne is taking the lead in this effort.

VI. *GRANT DEVELOPMENT SCHEDULE - Information

a. New Resource Development Initiatives

VII. OTHER

The next meeting is scheduled for Wednesday, October 22, 2025, at 3:30 pm.

Meeting adjourned at 4:48 pm. Approved: October 22, 2025

Planning and Organizational Effectiveness Committee Evaluation of 2022-23 Committee Goals and Accomplishments & Creation of 2024-26 Goals

	2022-23 Committee Recommended Goals	2022-2023 Committee Accomplishments	2024-2026 Committee Recommended Goals
Goal 1	Oversee and guide the development of updating the districtwide Comprehensive Master Plan to ensure better alignment and integration of college strategic planning processes and the districtwide strategic planning process	Oversee and guide the development of updating the districtwide Comprehensive Master Plan to ensure better alignment and integration of college strategic planning processes and the districtwide strategic planning process Oversee and guide the implementation of the districtwide Comprehensive Plan • Completed the RSCCD Comprehensive Plan, in coordination and alignment with the colleges' Comprehensive Educational Plans and the DSO Plan	Oversee and guide the implementation of the districtwide Comprehensive Master Plan to ensure better alignment and integration of college strategic planning processes and the districtwide strategic planning process Oversee and guide the implementation of the districtwide Comprehensive Plan, including alignment between the colleges and DSO plans • Presentation of progress to BIEC and BOT
Goal 2	Continue to support the work of the Board Institutional Effectiveness Committee	Continue to support the work of the Board Institutional Effectiveness Committee • Better coordination/selection of topics for review with meetings when needed vs. monthly	
Goal 3	Oversee the process of updating the RSCCD Functions/Mapping of Responsibilities for 2022- 23 and communicate these functions throughout the district/colleges to ensure everyone understands their roles and responsibilities for a more efficient and effective operation	Oversee the process of updating the RSCCD Functions/Mapping of Responsibilities and communicate these functions throughout the district/colleges to ensure everyone understands their roles and responsibilities for a more efficient and effective operation • Staff completed the document, Cabinet made final review at their last retreat	Oversee the process of updating the RSCCD Functions/Mapping of Responsibilities and communicate these functions throughout the district/colleges to ensure everyone understands their roles and responsibilities for a more efficient and effective operation • Communicate these functions throughout the district/colleges
Goal 4			

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

The Planning and Organizational Effectiveness Committee is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District Council.

Responsibilities	Membership
Coordinate the development and monitor implementation of the RSCCD Comprehensive	 Vice Chancellor Educational Services (Co- chair)
Plan and the RSCCD Strategic Plan	 Assistant Vice Chancellor, Fiscal Services (or designee)
Ensure that District planning processes follow the processes and timelines outlined in the RSCCD Planning Manual	 Executive Director, District Research, Planning & Institutional Effectiveness
Provide leadership for coordination of district and college planning activities	 Vice President, Academic Affairs or Designee (Santa Ana College and Santiago Canyon College)
Prepare the annual Progress Report on the RSCCD Comprehensive Plan	President of Academic Senate (Santa Ana College & Santiago Canyon College). One president shall serve as committee Co- chair for two-year term (alternating
Coordinate data to be presented at annual Board of Trustees planning activity	between the colleges) One faculty member appointed by each
Coordinate accreditation activities between colleges and District Services and Operations	 One faculty member appointed by each Academic Senate (Santa Ana College and Santiago Canyon College)
including the delineation of District/College Functions	 A faculty representative appointed by FARSCCD
Review institutional research activities and results Review resource development initiatives	 Three Classified representatives appointed by CSEA (District Services & Operations, Santa Ana College and Santiago Canyon College)
Neview resource development initiatives	Two student representatives (Santa Ana College and Santiago Canyon College, when possible)

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
Submitted									
Congressionally Directed Spending Proposals – Cong. Correa \$2.5 million	SAC – Dr. Nery	SD 2 & 4	March 21, 2025	UPDATE: approved for \$1,031,000. Moves to 2 nd phase.	Fall 2025	No	Project to support Criminal Justice apprenticeship programs.	No	Yes
Congressionally Directed Spending Proposals – Correa \$4.865 million	SAC – Dr. Nery	SD 2 & 4	March,21 2025	UPDATE: approved for \$850,000. Moves to 2 nd phase.	Fall 2025	No	Project to improve the instructional spaces for the Automotive, Diesel and Manufacturing programs.	No	Yes
Congressionally Directed Spending Proposals – Sen. Padilla & Schiff /Rep. Kim \$2.57 million	SCC – Dr. Jeannie Kim	SD 2 & 4	March 26, 2025	UPDATE: Approved for \$1,000,000. Moves to 2 nd phase.	Fall 2025	No	Project to support Water/Wastewater Technology and Biotechnology programs.	No	Yes
Congressionally Directed Spending – Cong. Correa \$2 million	RSCCDF – Enrique Perez	SD 2	May 16, 2025	UPDATE: Approved for \$1,031,000. Moves to 2 nd phase.	Fall 2025	No	Implement the Advancing Clean Tech Innovation project in partnership with RevHUB.	No	Yes
Samueli Foundation – Breakaway Fund \$100,000	SCC – Michelle Samura	SD 1 & 2	June 13, 2025	UPDATE: Not awarded	September 2025	No	SCC will prepare nurses who are adept in critical thinking, communication, and cultural competency—essential skills for delivering effective, compassionate care in diverse communities.	Yes	Yes
OCBC - Catalyst Funding Concept - \$50,000	CEC – Lorena Chavez \$750,000	SD 4	June 20, 2025	UPDATE: Awarded for \$250,000	September 2025	No	Develop a Commercial Kitchen at CEC	Yes	Yes
Accelerator - \$250,000 Last Mile - \$750,000	CEC – Lorena Chavez \$750,000	SD 2 & 4	June 20, 2025	UPDATE: Awarded for \$250,000	September 2025	No	Develop an LVN program at CEC and create a pathway from the CNA to the LVN program.	Yes	Yes

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
	CEC – Michelle Sandoval \$750,000	SD 4	June 20, 2025	UPDATE: Not awarded	September 2025	No	Refurbish the Computer Lab to provide basic computer, digital and technology literacy for all CEC students, including specific skills for CTE programs.	Yes	Yes
	DO – Roger Lloyd \$250,000	SD 1 & 2	June 20, 2025	UPDATE: Not awarded	September 2025	No	Provide AI training for prospective and existing small business owners and entrepreneurs.	No	Yes
Samueli Foundation – Build OC Fund	SAC – Lorena Chavez	SD 4	June 27, 2025	Submitted	October 2025	No	Contribute to developing a Commercial Kitchen at CEC.	No	Yes
Up to \$1 million	SCC – Michelle Samura	SD 1 & 2	June 27, 2025	UPDATE: Not awarded	October 2025	No	Remodel lecture hall (H-106) into a flexible performance space.	No	Yes
CCCCO – Industry Driven Regional Collaborative \$500,000	RSCCD	SD 2 & 3	July 11, 2025	UPDATE: Awarded	September 2025	Yes 1- to-1	Development AI training program for small business that also offers WBL for students	No	Yes
CCCCO – EEO Best Practices \$150,000	RSCCD – Sonia Velez	SD 1 & 4	August 2025	Submitted	October 2025	No	Implement a project to improve EEO best practices	No	Yes
NSF Advanced Technological Education \$1,000,000	RSCCD – Roger Lloyd		October 2, 2025	Submitted	March 2026	No	Customized AI training for businesses and incumbent workers. Create updated occupational profiles and develop faculty externships for faculty and WBL for students.	No	Yes
							Faculty PLC and FIG develop guidance, policy recommendations and best practices for using Al for instruction, student learning, and updating career technical curricula.		

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
Fall 2025									
Robert Woods Foundation Exploring Equitable Futures \$150,000	SCC – Michelle Samura	SD 4	Oct. 15, 2025	Writing	December 2025	No	Purchase equipment for the Healthcare programs and develop related curriculum.	No	Yes
College Futures Unlocking Economic Mobility for Adult Learners \$400,000	CEC – Osiel Madrigal	SD 1, 3 & 4	LOI – 10/24/25 Full Proposal if invited – 12/8/25	Writing	February 9, 2026	No	Upgrade computer lab and technology used in IT and Allied Health programs.	No	Pending
CA Jobs First Catalyst Project \$250,000	SCC – Michelle Samura	SD 1 & 2	Oct. 15, 2025	Writing	January 2026	No	Support student researchers, enhance curriculum and pilot a program to support Rebuilding Nursing Infrastructure students from noncredit (CNA/LVN) and credit (Pre-Nursing) programs.	No	Yes
CA EDD Employer Training Pathways for Target Populations \$500,000 - \$2,000,000	DO – Nanci Lopez	SD 2	Nov 2025	Planning	December 2025	No	Provide workforce training to accelerate pathways to employment for populations facing significant employment barriers	No	Yes
CCCCO - CAI Planning \$200K Implementation up to \$1.5 million	SAC – Dr. Lamb	SD 1 & 2	Nov 2025	Planning	Feb. 2026	No	Applications to be submitted to implement and expand apprenticeship programs, and planning grants to develop new programs. Areas TBD.	Yes – intent is to sustain effective programs	Pending
	SCC – Dr. Parks	SD 1 & 2	Nov 2025	Planning	Feb. 2026	No	Applications to be submitted to implement and expand apprenticeship programs., and planning grants to development new programs: Areas TBD.	Yes – intent is to sustain effective programs	Pending

Grant	District/ College	Strategic Directions	Due	Status	Expected Notification Date	Match	If awarded	Institution- alization?	District/College authorized submission
CalOES Hazard Mitigation \$100,000	DO – Robert Simmons	SD 1 & 4	Spring 2026	Planning	Fall 2026	No	Produce RSCCD's Hazard Mitigation Plan.	Yes.	Yes

		GRANT OPPORTUNITIES IDENTIFIED THE	ROUGH DC TRIPS		
Agency	Opportunity	Purpose	Align with college or district priorities	Award Range	Due Date
Opportunities	identified for 202	25			
Congress	Community Projects	Congressionally-directed spending to support projects proposed by the community	SAC: CJA, Auto/Diesel/Welding SCC: Biotech & Water/Wastewater Tech RSCCD: Economic Dev	Up to \$2 million	April/May 2025
Forestry Service	Training	Projects related to professional development and workforce training around fire fighting	Supports Fire Technology Program	TBD	TBD
DOJ	Training	Professional development for police to use drone technology	Supports CJA Program	TBD	TBD
DOJ	Multiple	-Al for Criminal Justice Purposes (research & eval focus) -Social Science Research & Eval of Forensic Science Systems -Cyclical professional development/workforce development related to CJA (keep on the radar)	Projects that support criminal just academies and other CJA and security projects.	Varies	Varies
Opportunities	applied for that v	were identified in 2024			
Clean Energy Workforce Training Clean Energy Workforce Training Planning and Capacity Development project to create the partnerships with employers and CBOs to provide work-based learning and employment opportunities in Clean Energy occupations and to provide energy & efficiency assessment services to small- and medium-sized businesses as an Industrial Assessment Center.		Provide low-income students access to high- quality career education that leads to high-wage jobs	Applied for \$200,000 planning grant	May 16, 2024	
Congression- ally-Directed Spending	Cong. Correa, Rep. Kim, Sen. Padilla	Upgrade career education classrooms to provide training that is state-of-the-art and aligned with industry standards and priorities.	Provide low-income students access to high- quality career education that leads to high-wage jobs	Applied for \$2-\$4 million per project x 3 projects	Spring 2024

Opportunities a	applied for that v	vere identified in 2023			
Congression- ally-Directed Spending	Cong. Correa	Upgrade career education classrooms to provide training that is state-of-the-art and aligned with industry standards and priorities.	Provide low-income students access to high- quality career education that leads to high-wage jobs	Applied for \$2 million	Spring 2023
EPA	Innovative Water Infrastructure Workforce Development	(1) assist in the development and use of innovative activities relating to water workforce development and career opportunities in the drinking water and wastewater utility sector, and (2) expand public awareness about drinking water and wastewater utilities.	Develop SCC's Water/Wastewater Technology Program	Applied for \$6 million	Nov. 17, 2023

UPCOMING FUNDING OPPORTUNITIES

Agency	Title	Amount	Term	Due Date	Purpose	Est.#
CA EDD	Employment	\$500,000 - \$2,000,000	4/01/26 -	By 3pm,	The ETP-TP grants will be awarded to	8-32
	Training Panel		3/31/28	November	develop and implement projects that	
	for Target			3, 2025.	accelerate pathways to employment for	
	Populations				populations facing significant	
	Program Year				employment barriers into high-demand	
	2025-26				occupations for good-quality jobs. The	
					ETP-TP will develop skill-based pathways	
					by integrating education and workforce	
					training programs to align with the	
					specific needs of the state's strategic	
					industry sectors which will will not only	
					ensure that individuals are connected to	
					good-quality jobs but become better	
					prepared to enter high-demand fields	
					which aligns with the Governor's People's	
					First and the Jobs First initiatives to help	
					connect California workers to jobs and	
					promote sustainable growth of the state's	
					economy.	

Agency	Title	Amount	Term	Due Date	Purpose	Est.#					
USDA	AFRI	Seed Grants: \$300,000	2 years	October 23, 2025	Nutrition educators workforce training and retraining						
Proposed	Proposed NSF FY 2026 Budget eliminates funds for STEM Education projects. The submission dates are still open for these opportunities.										
NSF	Advanced Technologies Education	TRACK 1: Small Scale (\$475,000) TRACK 2: ATE (\$1,000,000) TRACK 3: Consortia of innovations in Tech Ed (\$3,000,000) TRACK 4: ATE Centers (\$7,500,000)	1-4 years	October 2, 2025	*Program development & improvement *Curriculum & ed materials development *Prof Dev for Educators *Leading capacity building for faculty *Teacher preparation *Entrepreneurial skills development for students *Applied research on tech education TRACK 1: Small Scale (\$475,000) TRACK 2: ATE (\$1,000,000) TRACK 3: Consortia of innovations in Tech Ed (\$3,000,000) TRACK 4: ATE Centers (\$7,500,000)	TRACK 1: 12-20 TRACK 2: 30-45 TRACK 3: 1-5 TRACK 4: 1-3					
NSF	Discovery Research PreK- 12	\$450,000 - \$3,000,000	3-4 years	2nd Wednesday in November	Research and development of STEM teaching and learning	50-60					
NSF	Advancing Information STEM Learning	\$500,000 - \$2,500,000	3-4 years	January 14, 2026	Research and practice of STEM learning outside of formal contexts	48-77					
NSF	Improving STEM Education	\$200,000 to \$2,000,000	3 years	January 21, 2026	Dev of practices & innovations to improve learning transformation of colleges to sustain effective STEM teaching & learning	Level 1: 50 Level 2 and 3: 30 Capacity- Building: 15					

Agency	Title	Amount	Term	Due Date	Purpose	Est.#
NSF	Computer Info Science and Engineering: Future Computing Research	up to \$1,000,000	4 years	February 5, 2026	Computing Education Research; Human- Centered Computing;	400-600
NSF	Experiential Learning for Emerging and Novel Technologies	up to \$1,000,000	3 years	February 2026 (Solicitation not published yet)	Experiential learning opportunities for to increase access to and interest in emerging tech fields.	25-35
NSF	Building Capacity in STEM Education Research	Track - New: \$350,000 Track - Experienced: \$1,000,000	3 years	February 2026	Advances in STEM education research	Track 1: up to 19 Track 2: up to 5

Grant Schedule Summary Sheet of Positions Related to Grant/Contract Proposals

#	Funder	Site	Grant Title/Project	Proposed Positions
1.	NIST - Correa	DO	Congressionally Funded Project /Advancing Clean Tech Innovation	Director 75%Coordinator 25%
2.	CCCCO	DO	EEO Best Practices	Faculty mentor stipendsGraduate intern - hourly
3.	CA EDD		Employer Training Panel	 Administrative costs to support CTI director and staff Trainers – miscellaneous fee schedule
4.	CCCCO	DO	Industry Driven Regional Collaborative	 Director 50% Business Services Coordinator 100% Special Project Specialist 50%
5.	NSF	DO	Advanced Technological Education	 Director 50% Business Services Coordinator 50% Faculty Re-assigned Time for Externships, Curriculum Development, PLC and FIG
6.	OCBC	SAC	CA Jobs First Reg. Catalyst Funding / Develop CNA to LVN Pathway	Reassigned time curriculum development
7.	CCCCO	SAC	CA Apprenticeship Initiative (CAI)	Director, Special Programs and staffFaculty re-assigned time for development
8.	DOJ - Correa	SAC	Congressionally Funded Project / Santa Ana College Criminal Justice Academies	Faculty reassigned time for curriculum development
9.	HUD - Correa	SAC	Congressionally Funded Project / Santa Ana College Automotive, Diesel-Electric Transportation Technology and Robotic Manufacturing/Welding Program Infrastructure Expansion	Project Manager
10.	CCCCO	SCC	CA Apprenticeship Initiative (CAI)	Director, Special Programs and staffFaculty re-assigned time for development
11.	OCBC	SCC	CA Jobs First Reg. Catalyst Funding / Develop CNA to LVN Pathway	Faculty re-assigned time for developmentStudent research stipends
12.	HUD – Kim/Padilla/ Schiff	SCC	Congressionally Funded Project / Santiago Canyon College Career Training Infrastructure Expansion	Project Manager
13.	Robert Wood Johnson Foundation	SCC	Exploring Equitable Futures	 Faculty reassigned time for curriculum development, coordination and recruitment Student hourly workers

October 2025