



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 25, 2026, 3:30 pm – 5:00 pm Virtual

I. CALL TO ORDER

Mr. Perez called the meeting to order at 3:34 pm.

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

Guests: Iris Ingram • Kristin Olsen

II. *APPROVAL OF MINUTES – ACTION

a. December 17, 2025, regular meeting

It was moved by Ms. Kubicka Miller; seconded by Dr. Parks to approve December 17, 2025, minutes with abstentions from Ms. Kubicka Miller and Ms. Pleitez. The motion passed.

III. DISTRICT COUNCIL - Information

a. Last meeting: Monday, December 1, 2025

b. Next meeting: Monday, March 2, 2026

IV. POE CALENDAR ALIGNMENT WITH PLANNING PROCESS MANUAL – Discussion / Action

Ms. Pham shared file of calendar of activities; will forward file to group. Discussion ensued.

Mr. Perez and Ms. Pham will meet to review POE's calendar, look at other committees and college councils; will send calendar to POE members for feedback ahead of next meeting.

No action was taken.

V. NEXT STEPS - DSO REQUESTS FOR RESOURCE ALLOCATIONS (RARs) 2026-2027 – Information / Discussion

a. Business Services: 1) District Safety Officer, Senior Armed

b. Educational Services: 1) ITS-Technical Specialist, 2) ITS-Helpdesk Analyst, 3) ITS-Technical Supervisor

c. Human Resources: 1) Director

It was clarified the current budget assumptions are for 2026-27; placeholders are in place for these positions.

The need for the requested positions was reconfirmed. Discussion ensued. Positions will remain on the agenda for further discussion as they go through the budget processes at the colleges.

VI. UPDATE ON BOARD POLICY AND ADMINISTRATIVE REGULATION PROCESS AND RECOMMENDATION – Discussion / Action

Ms. Coyne reported on the BP/AR regulation process effort and work done during intersession and shared screen the 'Recommendation to Policy and Regulations Review Subcommittee Proposal to POE' file. A recommendation was made to establish a policy and regulations review sub-committee that would report to POE. The subcommittee would structure and/or fine-tune an audit cycle of BP/AR's. An invitation to the colleges/district would be made for those who wish to participate in the work.

POE COMMITTEE MEMBERS:

Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Claire Coyne • Phillip Hughes • Tara Kubicka-Miller • Dr. Daniel Martinez • Veronica Munoz • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Craig Rutan • Yajaira Velazquez

It was moved by Mr. Rutan; seconded by Mr. Beyersdorf for the creation of subcommittee with the charge of working on the mission/purpose, responsibilities, and membership of the subcommittee. The motion was carried with the following vote; Dr. Maria Aguilar Beltran, Matthew Beyersdorf, Claire Coyne, Tara Kubicka-Miller, Adam O'Connor, Dr. Jason Parks, Enrique Perez, Nga Pham, Roxana Pleitez, Craig Rutan and Yajaira Velazquez. The motion passed.

VII. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

Mr. Perez reported on the grant schedule. Discussion ensued and clarification was provided on the information presented.

VIII. OTHER

Next meeting is scheduled for Wednesday, March 25, 2026

Meeting adjourned at 4:25 pm.

Minutes approved March 25, 2026.

**attachment provided*