



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

Minutes

Wednesday, March 25, 2026, 3:30 pm - Virtual

I. CALL TO ORDER

Mr. Perez called the meeting to order at 3:36pm.

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 Patricia Duenez present as record keeper.

Guest: Iris Ingram

II. *APPROVAL OF MINUTES – ACTION

a. February 25, 2026, regular meeting

It was moved by Mr. Rutan; seconded by Ms. Kubicka-Miller to approve February 25, 2026, minutes. The motion passed.

III. DISTRICT COUNCIL - Information

a. Last meeting: Monday, March 2, 2026

b. Next meeting: Monday, March 30, 2026

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

Ms. Pham presented and shared screen of the POE Calendar of Activities file and Flowchart file.

Importance was made to if planning is to drive the budget, planning will need to take place ahead of time.

It was moved by Ms. Coyne; seconded by Ms. Pham to approve the POE Calendar Alignment with the Planning Process Manual. Discussion ensued. The motion carried unanimously.

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

Information / Discussion (All on Hold Until Next Fiscal Year)

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

Mr. Perez reported it was decided at Chancellor's Cabinet the positions would move forward during the 2026-2027 fiscal year instead of the 2025-2026 Fiscal Year. Taking into consideration budget concerns at SCC, positions will be placed on HOLD for the 2025-2026 fiscal year. Positions will remain on the POE agenda. Aligning with the Planning Manual calendar/flowchart, these positions will be brought to college councils for discussion during the month of April 2026.

VI. BOARD POLICY AND ADMINISTRATIVE REGULATION PROCESS AND RECOMMENDATION – Subcommittee Proposal (Purpose / Charge / Membership) – First Read – Discussion / Action

Ms. Coyne reported on and shared file of with red-lined edits to the BP and AR Process and Recommendation. Discussion ensued and feedback was provided. Ms. Coyne will incorporate feedback

POE COMMITTEE MEMBERS:

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

and will forward file to Ms. Duenez to share with group for additional feedback. It will be placed on the agenda at next committee meeting as a SECOND READING.
No action was taken.

VII. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

VIII. OTHER

The Student-Centered Funding Formula (SCFF) will be placed on the next agenda for discussion. Committee members will invite others to attend the April meeting to participate in discussions, as appropriate.

Ms. Duenez will add topic to the agenda.

The next meeting is scheduled for Wednesday, April 22, 2026.

Meeting adjourned at 4:18 pm.

Minutes approved April 22, 2026

**attachment provided*