

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway, Santa Ana, California 92706  
Office: (714) 480-7489 Fax: (714) 796-3937  
Planning and Organizational Effectiveness Committee  
Board Room – Room #107  
3:30 p.m. – 5:00 p.m.

### **Meeting Minutes for May 15, 2013**

**Members Present:** John Didion, Bonnie Jaros, Enrique Perez, Nga Pham, Aracely Mora, Corinna Evett, Alex Taber, Rudy Tjiptahadi, Linda Rose and Raymond Hicks,

**Members Absent:** Aaron Voelcker, Tammy Cottrell, Elliott Jones

The meeting was called to order by Mr. Didion at 3:38 p.m.

#### **Minutes, February 16, 2013**

Mr. Didion called for a motion to approve the Planning & Organizational Effectiveness minutes of February 16, 2013. The motion was moved by Dr. Bonnie Jaros, seconded by Nga Pham. The motion was carried unanimously.

#### **First Draft Strategic Plan**

- First draft of the Strategic Plan was shared with the Chancellor and College Presidents in Cabinet. Their reaction was very positive; a suggestion was made that since these objectives are district-wide objectives, the Planning and Organizational Effectiveness Committee may want to put more responsibility on either district administrators or the participatory governance groups as opposed to administrators or groups at the colleges.
- First goal, delete “Vice Presidents and Division Deans”; replace with “Planning and Organizational Effectiveness Committee” as responsible individuals
- First goal, column, delete “Vice Presidents of Administrative Services”; replace with “Fiscal Resource Committee, Assistant V.C. Educational Services” as responsible individuals
- Third goal, move 2<sup>nd</sup> bullet to the top. At first sentence, delete “Increase”; insert “Consistently and accurately measure”
- Third goal, 2<sup>nd</sup> bullet delete “Promote” insert “Support”; change “approach” to “approaches”, delete “supporting”
- Third goal, delete 3<sup>rd</sup> bullet
- Delete “Eliminate”; insert “Identify” at last bullet
- Third goal, 2<sup>nd</sup> column, delete “Vice Presidents”; replace with “Planning and Organizational Effectiveness Committee” as responsible individuals
- Third goal, 2<sup>nd</sup> column, delete “Vice President/Vice Chancellors”; replace with “Planning and Organizational Effectiveness Committee” as responsible individuals
- Fourth goal, 3<sup>rd</sup> bullet add “and promote strategies that foster student equity”
- Fourth goal, 2<sup>nd</sup> column, delete “Assistant Vice Chancellor of Technology Services”; replace with “Technology Advisory Group” as responsible individuals
- Fifth goal, 2<sup>nd</sup> column, delete “Vice Presidents of Administrative Services, Chancellor”; replace with “Physical Resources Committee” as responsible individuals

- Fifth goal, 2<sup>nd</sup> column, delete “Vice Presidents”
- Fifth goal, 2<sup>nd</sup> column, delete “Presidents, Chancellor”; replace with “Planning and Organizational Effectiveness Committee” as responsible individuals.
- Committee will review draft of Strategic Plan again at next meeting.

### **Grant Development Schedule**

- Committee reviewed a copy of the Grant Development Schedule

### **Process for Review of Pending Grants**

- Forms used by Santa Ana College and Santiago Canyon College were reviewed by the committee.
- The committee discussed the process to be used by the district office in applying for grants for those grants not already being reviewed by one of the colleges.
- A sample Grant Review Form will be customized for District Operations and presented for review to the committee at the next scheduled meeting.

### **Planning Design Manual (Publications Draft)**

Graphic Artists at Santa Ana and Santiago Canyon College worked together and added color to the Planning Design Manual. This final version will be published and posted on the website.

### **Other**

Handout of the Planning and Institutional Effectiveness (PIE) Committee Responsibilities was provided to the committee

### **Meeting Schedule**

Committee will meet in June

### **Adjournment**

Mr. Didion adjourned the meeting at 5:05 p.m.