

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
Decision Room – #340
3:30 p.m. – 5:00 p.m.

Meeting Minutes for August 26, 2015

Present: John Didion, Jim Kennedy, Bonnie Jaros, Aaron Voelcker, Craig Rutan, Rudy Tjiptahadi, Connie Ramos, Enrique Perez, Corinna Evett, Aracely Mora, Nga Pham

Absent: Silvia Navarro, Elliott Jones, Ray Hicks, John Zarske

The meeting was called to order by Mr. Didion at 3:39 p.m.

Welcome and Introductions

Craig Rutan, Academic Senate Representative from Santiago Canyon College, replacement for Morrie Barembaum was welcomed by the committee.

Minutes

Motion to approve the minutes of the April 22 and May 27, 2015 meetings was moved by Bonnie Jaros, seconded by Craig Rutan. The motion carried unanimously.

Status of Final Draft of Data Sets for Annual Progress Report on RSCCD CMP

The committee reviewed and discussed draft 4. There were no changes made to Goals one through four. Recommendation was made to use the Sustainability Plan objectives in Objective 5A. Discussion ensued regarding Objective 5B: Utilize current processes to inform program, facilities, human resources and technology allocation. (*none*) Clarification was made on the usage of “(*none*)” in Objective 5B. None was meant to say there are no metrics. After further discussion, it was decided to do a short narrative explanation of each of the three cost centers and initiatives that were identified in the Sustainability Plan. Motion was made to approve changes made to Objective 5A and include a narrative style paragraph on Objective 5B. It was moved by Bonnie Jaros, seconded by Craig Rutan and carried unanimously.

Review District Planning/Budgeting Process Survey Results

The comments that came in from the survey participants (all members of the district’s governance committees) indicated a level of confusion on the roles of each governance committee. It was agreed that a meeting of all the governance committees needed to be held to discuss clarification of roles of the committees. Executive Vice Chancellor Didion will make a recommendation at District Council at their meeting on August 31, 2015 that this meeting occur on Wednesday, December 9, 2015 from 2 to 4 p.m.

Discussion occurred regarding planning/budget integration at both district level and the college level. The two issues were the calendar alignment, the colleges need enough

Approved: September 23, 2015

Revised: February 24, 2016

time to incorporate the district priorities into their priorities and a recommendation was made to clarify the role of the Planning and Organizational Effectiveness Committee (POE) and the Fiscal Resources Committee (FRC) in this process so that the calendar was not delayed and POE could send recommendations to District Council.

Review Planning Design Manual Activities for 2015-16

The following activities for 2015-16 were identified:

- start a review of the District Mission Statement
- start the development of the 2016-19 Strategic Plan (February)
- assessment of the district goals
- assessment of the planning and decision making process
- district departments satisfaction surveys and planning portfolios (September)

Approve 2015-16 Meeting Schedule

Committee approved the 2015/16 meeting scheduled as is with the exception of November. If a meeting is required in November it will be done electronically.

Grant Development Schedule

Assistant Vice Chancellor of Educational Services Enrique Perez provided a handout and gave an update on the Grant Development Schedule changes.

Other

Corrina Evett was nominated to continue as co-chair for the POE committee.

Next meeting: September 23, 2015

The meeting was adjourned at 4:58 p.m.

**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.**

Approved: September 23, 2015

Revised: February 24, 2016