

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 October 29, 2014**

**Present:** John Didion, Bonnie Jaros, Jim Kennedy, Aaron Voelcker, Corinna Evett, Rudy Tjiptahadi, Connie Ramos, Enrique Perez, Nga Pham, Morrie Barembaum, John Zarske and Silvia Navarro.

**Absent:** Aracely Mora, Ray Hicks, and Elliott Jones

The meeting was called to order by Mr. Didion at 3:30 p.m.

#### **Welcome and Introductions**

New member Silvia Navarro, Santiago Canyon College student was welcomed to the committee.

#### **Minutes**

Mr. Didion called for a motion to approve the Planning & Organizational Effectiveness minutes of August 27, 2014. It was moved by Bonnie Jaros, seconded by Rudy Tjiptahadi and carried unanimously to approve the minutes.

#### **Update on Annual Progress Report on Comprehensive Master Plan**

Research Director Nga Pham reported that updates on the Comprehensive Master Plan are almost completed. There are some areas that responses still need to come in. A draft should be ready for review by the POE committee when they meet in November. The goal of the committee is to have an update ready and presented at the January 2015 board meeting.

#### **General Review of 2014-15 Planning/Budgeting Cycle**

The committee reviewed two documents from the Fiscal Resource Committee as well as an annual planning calendar that summarized some of the key milestones and deadlines each month that are in the planning design manual. This led to discussions on what the POE committee thought worked or didn't work both at the district level and at the colleges. After discussion, it was apparent that the role of the five committees needs to be clarified. Suggestion was made that a planning retreat with all the committees needs to be held and that this recommendation be brought up at the next District Council meeting.

#### **Grant Development Schedule**

Assistant Vice Chancellor of Educational Services Enrique Perez reported that five grants were submitted with an expected notification date in early 2015. Discussion ensued regarding institutionalization. Recommendation was made that a presentation be made at the colleges by Assistant Vice Chancellor Enrique Perez and Grants Director Sarah Santoyo for clarification

on grant specifics, what are the awards stipulated and what the requirements are when institutionalization is required.

**Other**

None

Next meeting: January 28, 2015

The meeting was adjourned at 4:50 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.**

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