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

A G E N D A

Wednesday, April 25, 2018
Time: 3:30pm-5:00pm
District Office – Santa Ana Room #103

I.   **MINUTES FOR REVIEW AND APPROVAL** – March 21, 2018

II.   **UPDATE ON STRATEGIC PLANNING**

III.   **REORGANIZATION REQUESTS**

IV.   **GUIDED PATHWAYS**

V.   **PLANNING UPDATES AT THE COLLEGES**
   a. Santiago Canyon College
   b. Santa Ana College

VI.   **GRANT DEVELOPMENT SCHEDULE** (Information) - Enrique Perez

VII.   **OTHER**

NEXT MEETING: ***Wednesday, May 23, 2018***

POE COMMITTEE MEMBERS:
Michael DeCarbo • Dr. Marilyn Flores • Erika Lara • Enrique Perez • Nga Pham • Kristen Robinson • Craig Rutan • Sean Small • Mark Smith
Aaron Voelcker • Monica Zarske

RSCCD Comprehensive Master Plan 2013 – 2023
RSCCD Goals

RSCCD Goal 1
RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.

RSCCD Goal 2
RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions, public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.

RSCCD Goal 3
RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.

RSCCD Goal 4
RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.

RSCCD Goal 5
RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.

PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

Draft - MINUTES
Wednesday, March 21, 2018 - Time: 3:30pm-5:00pm
District Office – Santa Ana Room #103

MEMBERS PRESENT:
Michael DeCarbo, Dimitri English, Dr. Marilyn Flores, Erika Lara, Enrique Perez, Kristen Robinson, Mark Smith, and Monica Zarske
Staff: Patricia Duenez
Not Present: Nga Pham, Craig Rutan, Sean Small and Aaron Voelcker

Mr. Perez called meeting to order at 3:37pm
Introductions were made. Ms. Erika Lara will be attending future POE meetings as ASG representative from SCC.

I.   **MINUTES FOR REVIEW AND APPROVAL – November 29, 2017**
       Corrections were made to items IV. B. and VII. A. and it was suggested to include the reporting items shared for item VI.
       It was moved by Ms. Zarske, seconded by Ms. Robinson and carried to approve the November 29, 2017 minutes with corrections.

II.   **TITLE IX - REORG #1060 -** Enrique Perez
       Mr. Perez reviewed Reorg #1060 for the Title IX position. This reorg was approved at the January 29, 2018 District Council. Discussion ensued on the districts and the college's reorganization/requests for position processes and budget costs. It was suggested that the colleges reorg processes should be in the planning portfolio or planning processes. Mr. DeCarbo and Ms. Zarske will forward Mr. Perez the colleges planning processes for faculty reorgs. Mr. Voelcker will forward Mr. Perez SCC's resource request form for personnel. Mr. Perez will draft a 'how to' outline of the process for discussion at the next meeting.
       The committee acknowledged the Title IX reorg as an informational item.

III.   **REPORT FROM DISTRICT COUNCIL – March 5, 2018**
       Mr. Perez reported on the March 5, 2018 District Council meeting.

IV.   **UPDATE ON STRATEGIC PLANNING – Enrique Perez**
       Mr. Perez reported the Strategic Planning presentation made to the Board of Trustees at the February 26th Board meeting. It was suggested to change the timing of when it's presented to the Board. Discussion turned to the Institutional Effectiveness Partnership Initiative (IEPI) visit and the Partnership Resource Team (PRT) recommendations. Mr. Perez will forward recommendations from the PRT to the committee.

For better planning on the Strategic Plan update, it was agreed to move the presentation to the Board to the fall. Ms. Duenez will follow up with Anita Lucarelli, Executive Assistant to the Board of Trustees, to change the date to fall 2019.

V.   GUIDED PATHWAYS – Enrique Perez

Mr. Perez asked whether an ad-hoc committee of POE needed to be established to discuss planning on Guided Pathways. Discussion ensued. It was recommended the forming of the ad-hoc committee to be postponed as each college is currently going through their process.

Mr. DeCarbo reported on; SCC Academic Senate passed a resolution in support of exploring guided pathways for one year, the SCC Guided Pathways plan was approved in Senate and up for a second reading in College Council on March 27, subsequent meetings will entail the formalization of the guided pathways group, and the Student Focus Group held on March 9th was successful.

VI.   PLANNING UPDATES AT THE COLLEGES

a. **Santiago Canyon College**

Mr. DeCarbo reported on the Educational Master Planning process and recommendations made to College Council.

b. **Santa Ana College**

Ms. Zarske reported on the hiring process for the three (3) Vice President vacancies; interviews completed for the VP of Academic Affairs and VP Student Services; hiring process still active for the VP of Administrative Services. a planning workgroup was formed for the Educational Master Planning which meets on Fridays, and a marketing update was presented at the last meeting as well as a document which displays the communities' view of the campus.

Mr. Perez commented on the Economic Impact Report being conducted and what the economic impact is at each of the colleges and the district.

VII.   GRANT DEVELOPMENT SCHEDULE - Enrique Perez

Mr. Perez reviewed the grant schedule. It was suggested to add an asterisk * or some type of indication to note which grants are renewals. Ms. Duenez will follow up with Resource Development.

VIII.   OTHER

A handout was provided of the website listing for POE membership. Ms. Duenez will follow up with updating the content and structure to the membership page.

SAC's ASG Representative, Dimitri English, notified the committee this would be his last meeting due to changes to his class schedule. Mr. Dimitri will follow up with ASG on sending a representative.

The next meeting is scheduled for April 25, 2018.

Mr. Perez called the meeting adjourned at 4:50pm

Approved: _____

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded …	Institution- alization?	College authorized submission
Submitted									
Title V Eligibility & Match Waiver Application *U.S. Department of Education*	SAC SCC	N/A	January 2018	**UPDATE: Approved**	March 2018	N/A	Annual application required for colleges to be eligible to apply for federal Title III and Title V grants, and to waive the match requirement for federal grant awards, e.g., federal financial aid received by the colleges.	No	N/A Annual eligibility application
Sector Navigator – Information & Communications Technologies (ICT)/Digital Media (CCCCO) *$372,000* **Renewal*	DO – Enrique Perez	Goal #2	3/16/18	Submitted	June 2018	Yes. 1:1. 100% 3rd party in-kind	Implement a statewide project to support ICT/Digital Media program development that is well-aligned with industry & increases completion & job attainment.	No	Yes
Sector Navigator – Retail, Hospitality and Tourism (RHT) (CCCCO) *$372,000*	DO – Enrique Perez	Goal #2	3/16/18	Submitted	June 2018	Yes. 1:1. *Required match consists of match-funded program support staff (32.5%); waived indirect cost (21.9%); and third party in-kind contribution (45.6%).*	Implement a statewide project to support RHT program development that is well-aligned with industry & increases completion & job attainment.	No	Yes
Key Talent Administration and Sector Navigator – ICT/Digital Media Fiscal Agent *$17 million*	DO – Enrique	Goal #2	4/6/18	Submitted	April 13, 2018	No	Provide coordination, facilitation and technical assistance services for the Sector Navigator – ICT/Digital Media.	No	N/A until opportunity identified

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded …	Institution-alization?	College authorized submission
May 2018									
*Perkins IV – Career Technical Education Act Funds Annual renewal application $1 million + *Annual allocation*	SAC – Bart Hoffman, Kim Matthews SCC – Von Lawson, Elizabeth Arteaga	Goals #1, #2, #4 and #5	5/15/18	Planning	July 2018	No	Develop and improve the colleges' CTE programs to improve student achievement in those programs and attainment of employment, esp. for non-traditional students.	No. But 3-year limit on cont. activities charged to the grant.	Yes
June 2018									
GEAR UP (Gaining Early Awareness & Readiness for Undergraduate Programs) U.S. Department of Education $800,000/yr for 5 years	SAC – Alicia Kruizenga SAC will be a sub-award of UCI	Goals #1, #2, and #4	Mid-June	Planning	September 2018	Yes 50%	Student cohorts in SAUSD will be provided with comprehensive support and academic services to significantly increase academic performance and college readiness. The program will start with entire classes of 6th/7th graders and provide them with services in each sub-subsequent grade up to 12th grade and into their 1st year of college.	Key strategies that show significant impact are expected to be sustained in some form.	
Humanities Initiatives at Hispanic Serving Institutions (National Endowment for the Humanities) $100,000 each program	SCC: Marilyn Flores, Narges Rabii-Rakin (MUN)	Goal #1, #3 and #4	6/22/18	Planning	December 2018	No	Engage students in enriched MUN activities to strengthen the application of knowledge and skills of the humanities disciplines.	No	Yes

RSCCD Resource Development Grant Development Schedule

Grant	District/ College	RSCCD Goals	Due	Status	Expected Notification Date	Match	If awarded …	Institution-alization?	College authorized submission
Various Foundation grants to Support Model United Nations Program	SCC – Marilyn Flores & Narges Rabii-Rakin	Goals #1, #3, and #4	No dead-line. Submit LOI to be invited to submit full app.	Planning	NA	No	Support applied learning of critical thinking, problem solving, communication and negotiation skills through students' participation in MUN competitions.	No	N/A until opportunity identified
Various Foundation grants to Support Forensics Program	SCC – Jared Kubicka-Miller	Goals #1, #3, and #4	No dead-line. Submit LOI to be invited to submit full app.	Planning	NA	No	Support applied learning of critical thinking, problem solving, communication and negotiation skills through students' participation in MUN competitions.	No	N/A until opportunity identified

Upcoming Grant Opportunities

- *California Apprenticeship Initiative – New and Innovative Grant Program* from the Chancellor's Office (due May 18, 2018): up to $100,000 - $700,000 per award to create new and innovative apprenticeship opportunities in priority and emerging industry sectors or areas in which apprenticeship training does not currently exist.

- National Science Foundation *Improving Undergraduate STEM Education* (Development proposals due December 2017 and December 2018; Exploration and Design proposals due from October 2017 through October 2018). Sent info to the President, CIO and Dean, Math & Science at each college.