



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

**Minutes**

Wednesday, May 24, 2023 3:30pm-4:30pm Virtual by Zoom

Present: Alana Gates attended for Michael Taylor • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Aaron Voelcker  
Guest: Dr. Daniel Martinez  
Patricia Duenez present as record keeper.

Mr. Rutan commenced meeting at 3:35pm. Due to lack of Quorum, approval of action item tabled for approval at June meeting.

**I. WELCOME**

Mr. Rutan provided welcoming remarks.

**II. \*APPROVAL OF MINUTES – Action**

- a. April 26, 2023 regular meeting  
Due to lack of Quorum, approval of minutes tabled for June meeting.

**III. DISTRICT COUNCIL UPDATE – Information**

- a. Update from May 3, 2023 meeting
- b. Next meeting June 5, 2023

Mr. Rutan provided update from May 3, 2023 meeting.

**IV. UPDATE TO RSCCD COMPREHENSIVE MASTER PLAN & COLLEGE EDUCATIONAL MASTER PLANS – Information**

Ms. Pham provided update of meetings with Collaborative Brain Trust (CBT) consultants and district/college leaders and governance committees, including planners/researchers and students. Purpose of meetings was to help set up structure for planning. CBT is reviewing and following up with interviewees for final reports. This will be the set up work for RFP in summer, work on the two plans to commence in fall and spring.

*Ms. Robinson joined at this time.*

A meeting with Vice Chancellor Perez is planned for 2<sup>nd</sup> week of June 2023.

**Mr. Voelcker** will forward pending SCC planning documents to Ms. Pham as requested from CBT.

Chat question: When are district services survey results going to be shared?

Ms. Pham is working on summarizing data and sending out to departments for their consideration in their 2023-2025 planning portfolios. Data will be compared from 2 years ago. If departments request additional resources, the portfolio will need to include justification for the request. Prioritizing is done using the established rubrics on Budget Resource Requests.

Discussion ensued related district operations budget requests process, how it affects colleges, concerns raised at FRC, and ongoing personnel done through Reorgs.

**Ms. Pham** will share concerns with Vice Chancellor Perez.

**POE COMMITTEE MEMBERS:**

Matthew Beyersdorf • Anaely Guadarrama • Dr. Vaniethia Hubbard • James Isbell • Dr. Jeffrey Lamb • Dr. James Kennedy • Veronica Munoz • Enrique Perez • Nga Pham • Roxana Pleitez • Kristen Robinson • Craig Rutan • Sarah Santoyo • Michael Taylor • Aaron Voelcker

Ms. Pham shared timeline: sending out survey results out today and the department planning portfolios to be completed by June 30.

**V. PLANNING - Information**

a. District Office

i. I&EP Update

Ms. Pham shared updates during item IV.

b. Santiago Canyon College

i. Planning Update

Mr. Voelcker reported Guided Pathways plan has made it through its process -- ready for board. Program review due at end of semester. A presentation is planned to Denver, CO to present to ACCRAO Consulting on Strategic Enrollment Management with President Kim, interim VP Voelcker and other staff.

ii. Enrollment Update

Mr. Voelcker shared screen of enrollment updates.

*Ms. Pleitez joined meeting at this time.*

*Ms. Santoyo left meeting at this time.*

*Mr. Voelcker left meeting at this time.*

c. Santa Ana College

i. Planning Update

ii. Enrollment Update

Ms. Robinson shared brief comments to Planning and Enrollment.

Ms. Pleitez shared SAC activities related to commencement ticket distribution and Classified Appreciation Week.

**VI. \*GRANT DEVELOPMENT SCHEDULE – Information**

a. New Resource Development Initiatives

Mr. Rutan shared updates as related to SCC provided in schedule.

Ms. Pham shared Vice Chancellor Perez was absent today due to visit and meetings with DC Advocacy Team, Cassidy & Associates to pursue additional funds for innovative programs/services so the colleges can better support students.

**VII. OTHER**

Next meeting scheduled for Wednesday, June 28, 2023.

*Mr. Rutan closed meeting 4:09pm.*

*\*attachment provided*

*Approved: June 28, 2023*

V. b. ii Enrollment Update from SCC:



Academic Affairs - FTES Targets by Division for 2022 - 2023

\* As of 05/24/2023\*

Actual 2021 - 2022			Progress 2022 - 2023				Growth Target		Compared to 2021-22			
SUM 21	# of Sect	FTES	SUM 22	Target # of Sect	FTES Target	ACTUAL Sect #	FTES	% Achieved	% Target	% Achieved	Up/Down	% Change
AHSS	72	236.63	AHSS	80	257.93	84	268.28	104.03%	243.73	110.07%	31.65	13.38%
BCE	27	76.08	BCE	36	82.94	29	66.27	104.07%	78.37	110.08%	10.18	13.30%
CNSL	4	7.84	CNSL	5	8.55	5	9.68	113.27%	8.08	115.87%	1.84	23.47%
M&S	53	192.52	M&S	59	209.85	52	175.22	83.50%	198.80	88.86%	-17.80	-8.99%
<b>TOTAL</b>	<b>156</b>	<b>513.08</b>	<b>TOTAL</b>	<b>180</b>	<b>559.26</b>	<b>170</b>	<b>539.45</b>	<b>96.46%</b>	<b>528.47</b>	<b>102.08%</b>	<b>26.87</b>	<b>5.14%</b>
<b>FALL 21</b>												
AHSS	306	1060.51	AHSS	359	1162.50	333	1103.20	94.81%	1,098.51	100.34%	35.69	3.35%
BCE	120	419.76	BCE	131	457.52	134	415.98	90.92%	432.33	96.22%	-3.76	-0.90%
CNSL	13	83.14	CNSL	16	86.40	16	93.89	99.25%	84.11	105.07%	2.71	8.15%
M&S	206	864.96	M&S	236	994.61	218	880.83	91.39%	911.51	96.61%	-4.30	-0.49%
<b>TOTAL</b>	<b>645</b>	<b>2,404.33</b>	<b>TOTAL</b>	<b>742</b>	<b>2,620.72</b>	<b>701</b>	<b>2,434.64</b>	<b>92.90%</b>	<b>2,476.46</b>	<b>98.31%</b>	<b>30.31</b>	<b>1.26%</b>
<b>INT 22</b>												
AHSS	40	145.30	AHSS	49	161.09	50	172.54	106.71%	155.02	111.91%	24.21	16.21%
BCE	11	41.07	BCE	14	44.77	13	31.40	70.14%	42.92	73.16%	-9.67	-23.50%
CNSL	2	3.60	CNSL	3	6.10	3	7.10	116.32%	5.85	121.33%	1.50	26.77%
M&S	24	62.11	M&S	26	67.81	21	56.02	82.61%	65.01	86.17%	-6.19	-9.25%
<b>TOTAL</b>	<b>87</b>	<b>252.23</b>	<b>TOTAL</b>	<b>92</b>	<b>280.37</b>	<b>87</b>	<b>267.06</b>	<b>95.25%</b>	<b>268.79</b>	<b>99.35%</b>	<b>9.84</b>	<b>3.81%</b>
<b>SPR 22</b>												
AHSS	292	894.37	AHSS	327	974.96	305	938.35	96.25%	934.62	100.40%	43.98	4.97%
BCE	130	384.23	BCE	142	418.79	145	440.89	105.39%	401.50	109.81%	56.68	14.75%
CNSL	12	26.09	CNSL	13	28.44	13	27.29	95.96%	27.26	100.10%	1.20	4.60%
HELLSS	0	0	HELLSS	2	0.00	1	0.50	0.50%	0.00	0.00%	0.50	9.98%
M&S	192	778.35	M&S	214	848.40	202	785.23	92.55%	813.38	96.54%	6.88	0.88%
<b>TOTAL</b>	<b>626</b>	<b>2,083.03</b>	<b>TOTAL</b>	<b>698</b>	<b>2,276.49</b>	<b>666</b>	<b>2,192.26</b>	<b>96.55%</b>	<b>2,176.76</b>	<b>100.71%</b>	<b>109.24</b>	<b>5.20%</b>
<b>ANNUAL</b>												
AHSS	712	2346.83	AHSS	823	2556.98	772	2441.37	97.04%	2,431.87	102.04%	135.32	5.28%
BCE	288	921.11	BCE	323	1004.01	321	974.54	97.06%	955.12	102.03%	53.43	5.80%
CNSL	31	72.65	CNSL	37	79.19	37	79.90	100.90%	75.30	106.10%	7.25	9.98%
HELLSS	0	0	HELLSS	2	0.00	1	0.50	0.50%	0.00	0.00%	0.50	9.98%
M&S	473	1918.04	M&S	535	2090.66	493	1897.10	92.74%	1,968.19	98.17%	-32.94	-1.69%
<b>TOTALS</b>	<b>1,660</b>	<b>5,252.66</b>	<b>TOTALS</b>	<b>1742</b>	<b>5,730.84</b>	<b>1624</b>	<b>5,433.41</b>	<b>94.81%</b>	<b>5,450.48</b>	<b>99.69%</b>	<b>176.76</b>	<b>3.34%</b>