I. Welcome & Introduction

II. Public/Committee Member Comments

III. Minutes for Review and Approval
   • September 28, 2016

IV. Template for Governance Committee Use – for approval (handout)

V. Report from District Council – October 17, 2016
   a. Accreditation Standards-RSCCD Strategic Goals & Objectives

VI. Review of Data Metrics to support 2016-19 RSCCD Strategic Plan (handout)

VII. POE Goals for 2016-2017
   a. RSCCD Participatory Governance Summit-Plan Draft Agenda
   b. Review pre-Summit Survey Draft (handout)
   c. Goal #1: work to align the planning and budget cycles between the colleges and the District

VIII. Updates of Planning at the Colleges
   a. Santa Ana College
   b. Santiago Canyon College

IX. Grant Development Schedule (handout)

X. Other

NEXT MEETING: November 23, 2016

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.
PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE

MINUTES
Wednesday, October 26, 2016 3:30pm-5pm
District Office, Decision Room 340

I. WELCOME & INTRODUCTION
Mr. Enrique Perez called meeting to order at 3:35pm
Members Present:
Michael DeCarbo, Dr. Bonita Jaros, Enrique Perez, Nga Pham, Connie Ramos, Aaron Voelcker & John Zarske, Kristen Robinson & Craig Rutan
Staff in Attendance: Patricia Duenez
Not Present: Claudia Figueroa, Dr. Marilyn Flores, Carlos Lopez & Mark Smith

II. PUBLIC/COMMITTEE MEMBER COMMENTS
No comments were made.

III. MINUTES FOR REVIEW AND APPROVAL: September 28, 2016
Corrections were made to item I; members present, item IV. a, item V and VI.
It was moved by Mr. DeCarbo, seconded by Mr. Zarske and carried unanimously to approve the September 28, 2016 minutes as corrected.

IV. Template for Governance Committee Use – for approval (handout)
Dr. Jaros presented the template for approval. The approved template will be brought forward to the next District Council meeting as well as provide them a sample of POE’s Committee template as a reference.
It was moved by Mr. Rutan, seconded by Ms. Pham and carried unanimously to approve the Template for Governance Committee use.

V. Report from District Council – October 17, 2016 - Accreditation Standards-RSCCD Strategic Goals & Objectives
Dr. Jaros and Mr. Perez updated the committee on the last District Council and goals of it being a working group more than a reporting group.

VI. Review of Data Metrics to support 2016-19 RSCCD Strategic Plan (handout)
Ms. Pham provided an update on the Strategic Plan Committee and the challenges of collecting data. Discussion ensued with suggestions on revisions to the objectives on the Data Metrics, still keeping the same Goals. Suggestions were made to adding more bullet points to Objectives 1B, 2B, 3D and 5A. Ms. Pham will update the Metrics with the suggestions made.
VII. POE Goals for 2016-2017
   a. RSCCD Participatory Governance Summit-Plan Draft Agenda
      Discussion ensued on what is to be included in the agenda. It was suggested to look at the
      Planning Design Manual and suggestions for any modifications to it. It was also suggested to
      have the instructional calendar be housed in the Planning Design Manual, review of the Planning
      Design Manual, review of the outcomes from the last Governance Summit and the results of the
      Survey be included in the agenda.
   b. Review pre-Summit Survey Draft (*handout*)
      Ms. Pham presented the draft Survey. Discussion ensued. Suggestions were made for revisions
      to page 2 of the draft. The Survey draft will be presented at the next District Council meeting.
      Ms. Pham is to send out the Survey to the 5 participatory governance committees.
      It was moved by Mr. DeCarbo, seconded by Craig Rutan and carried unanimously to approve the
      Survey with the revisions as suggested.
   c. Goal #1: work to align the planning and budget cycles between the colleges and the District
      It was suggested that a committee be established to look at dates of the colleges. Mr. Perez
      suggested meeting with Ms. Nga to review the list of priorities and will bring dates to the next
      POE meeting.

VIII. Updates of Planning at the Colleges
   a. Santa Ana College
      Dr. Jaros reported on the research team for that by spring 2017 the Design Manual is to be
      finished and the commencing of a review of the Mission Statement.
   b. Santiago Canyon College
      Mr. Voelcker reported that the Educational Master Plan Goals were just approved and working
      on identifying responsible parties for the action items.

IX. Grant Development Schedule (*handout*)
    Mr. Perez presented the Grant Development Schedule.

X. Other
    Discussion ensued regarding changing the next scheduled meeting date of November 23rd due to it
    falling on a holiday week. November 30th was suggested as an alternate date. November 30th was
    agreed upon as the next meeting date. A reminder is to be sent out to committee members.

    Mr. Perez adjourned the meeting at 4:53pm