



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – AUGUST 26, 2015**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **August 26, 2015** at at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:33 p.m.

II. Members

Katharine Muller, Administration, Chair Designee  
Fran Chandler, Academic Senate President, Vice-Chair  
Mitra Moassessi, Academic Senate Representative  
Georgia Lorenz, Administration Representative  
Bob Dammer, Management Association Representative  
Jennifer Merlic, Management Association Representative  
Peter Morse, Faculty Association President  
Howard Stahl, Faculty Association Representative  
Crystal Lagunas, CSEA Representative

Others Present

Brenda Benson

**Chris Bonvenuto**

Greg Brown

Guido Davis Del Piccolo

Bob Isomoto

Ferris Kawar

Erica LeBlanc

Eric Oifer

Lee Peterson

Christine Schultz

Marcy Wade

DPAC Coordinator

Lisa Rose

III. Minutes of the DPAC meeting on July 22, 2015. Motion was made by Peter Morse and seconded by Georgia Lorenz to approve the minutes. *Unanimously approved.*

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs.
  - **Chris Bonvenuto presented an overview of the 2014-2015 Budget to be presented to the Board of Trustees on September 1, 2015 for adoption.**

- The following recommendations approved by the DPAC Budget Planning Subcommittee on August 19, 2015 were presented to DPAC for consideration:

1. Designated Reserve Item in the 2015-2016 Adopted Budget.

The motion for this recommendation was made at the DPAC Budget Planning Subcommittee because the issue of the designated reserve item "Reserve for Future STRS and PERS increases" was not discussed with the subcommittee before the decision was made to include the item in the budget.

The recommendation was approved by DPAC as follows:

DPAC recommends that the Designated Reserve item "Reserve For Future STRS And PERS Increases" in the 2015-2016 Adopted Budget be eliminated.

Made By: Mitra Moassessi  
Seconded By: Peter Morse  
Ayes: 4 (Academic Senate, Faculty Association, CSEA)  
Noes: 2 (Administration, Management Association)  
Absent: Associated Students

*The recommendation was approved and will be forwarded to the Superintendent/President for consideration.*

2. Resolution Regarding Full-Time Faculty Hiring

The resolution was amended and approved by DPAC as follows:

WHEREAS the 2015-2016 California Budget includes \$62.32 million dollars for "increasing the number of full-time faculty within the community college system" (SB 97 – Budget Act of 2015),

AND WHEREAS the Chancellor's Office of the California Community Colleges system has estimated that Santa Monica College's share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,

AND WHEREAS Santa Monica College has been ranked by the Chancellor's Office in the lowest (worst) quartile based on the District's FTES-to-FON ratio,

AND WHEREAS Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,

BE IT RESOLVED that the DPAC recommends that a plan is developed to spend all of this new, ongoing revenue for the hiring of additional full-time instructional faculty ~~beyond what was already planned for 2015-2016.~~

FTES = Full-time Equivalent Students

FON = Faculty Obligation Number

Made By: Georgia Lorenz  
Seconded By: Jennifer Merlic

*The resolution was unanimously approved and will be forwarded to the Superintendent/President for consideration.*

- College Services Planning: Mike Tuitasi, Co-Chair: No report
- Facilities Planning : Greg Brown and Lee Peterson, Co-Chairs: A facilities update was emailed to the college community. Student Services project is being reviewed by DSA and expected to be out by the end of the year.
- Human Resources Planning: Marcy Wade and Patricia Burson, Co-Chairs: No report.
- Technology Planning: Lee Johnston and Walter Meyer, Co-Chairs: No report.

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Jennifer Merlic, Vice-Chair: No report.
- Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: No report.
- Student Affairs: Karen Legg, Chair, and Esau Tovar, Vice-Chair: No report.
- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: No report.

C. Accreditation Update: The Steering Committee is moving forward and will be reviewing a third draft of Standard B. A workshop on accreditation will be held on flex day.

D. ACUPCC (American College and University President's Climate Committee):

- The ACUPCC Annual Update is in the process of being finished.
- ASHEE dues have been paid for the year.
- RideAmigos Unity Platform for employees and students will be launching the first week of school.
- Santa Monica's Breeze Bike Share program is in pilot phase around the City.
- Energy Management System deadline for completion has been extended to October 18<sup>th</sup> due to issues on SMC's server connectivity.
- Coastal Cleanup Day is Sept 19<sup>th</sup>

E. Associated Students: No report.

F. Response from Superintendent/President on the following DPAC recommendation approved on July 22, 2015:

*The Budget Planning Subcommittee recommends to DPAC that the District fully fund the Business Continuity Plan proposed by the DPAC Technology Subcommittee in the 2015-2016 budget.*

**Superintendent's Response:** The Superintendent's Office approves recommendation from DPAC to approve funding for the Business Continuity Plan including all equipment, professional services and maintenance as part of the 2015-16 budget for technology.

G. Superintendent/President Search Process (*see attached information item presented to the Board of Trustees at its meeting on August 4<sup>th</sup>*).

V. Agenda

Public Comments – None

- A. Master Plan for Education Update, 2015-2016. DPAC will continue review of the responses to Institutional Objectives for 2014-2015 and the draft Institutional Objectives for 2015-2016 at its next meeting on September 9, 2015.
- B. The I-Cubed Projects Update was distributed for review.

VI. Adjournment: 5:07 p.m.

Meeting schedule through June, 2016 (second and fourth Wednesdays each month at 3 p.m.)

<u>2015-2016</u> September 9, 23 October 14, 28 November 18 December 9	January 13, 27, 2016 February 10, 24 March 9, 23 April 13, 27 May 11, 25 June 8, 22
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VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the September 9, 2015 DPAC meeting.

Agenda

- Master Plan for Education Update, 2015-2016. DPAC will review the final responses to Institutional Objectives for 2014-2015 and the final Institutional Objectives for 2015-2016
- DPAC Annual Report, 2014-2015

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	August 4, 2015

## **INFORMATION ITEM 7**

**SUBJECT:**                **SUPERINTENDENT/PRESIDENT SEARCH PROCESS UPDATE**

**SUBMITTED BY:**        Ralph Andersen & Associates

Outlined below for the Board's information is a summary of the search process to date and an overview of upcoming activities in the Superintendent/President Search process.

### Change in Leadership

As of the last Board meeting on July 21, 2015, Dr. Nicki Harrington has assumed the leadership role for the project and will serve as the Project Director. Dr. Harrington will be present at all Search Committee meetings throughout the recruitment process. Heather Renschler, President/CEO of Ralph Andersen & Associates, will have an expanded and active role in the recruitment process. Stan Arterberry and staff from Ralph Andersen & Associates will serve in a supportive role.

### Recruitment Efforts

Recruitment efforts continue in both the educational and non-educational milieu. Individuals with leadership and management experience from a variety of venues, who possess a passion for education, are being recruited and encouraged to apply for the position of Superintendent/President of Santa Monica College.

A number of activities are also underway by the consultants to more fully appreciate the unique attributes of SMC and the opportunities presented by the position. These include a review of the annual report presented by Jeff Shimizu, the recent interview of Chui Tsang, and a campus tour, to name a few.

### Advertising

Advertisements have been placed in both hard copy and electronic sources, including both educational and non-educational sources, as outlined in the first Recruitment Update. A second round of advertising will be conducted in August, and the advertising text will be customized for non-educational sources to attract non-traditional applicants "with a passion for education."

### Upcoming Activities

August and September will be heavy recruitment months. A recruitment update will be provided for the Board's September 1, 2015 meeting. The first meeting of the Search Committee will be held September 17, 2015. The application deadline for priority consideration is September 21, 2015. The Consultant team will review applications that same week in preparation for paper screening by the Committee, which will commence September 28, 2015.

### Board Updates

Regular updates will continue to be provided monthly to the Board of Trustees throughout the process. A summary of the complete applicant pool will be included in the report for the October 6, 2015 meeting.

Ralph Andersen & Associates continues its commitment to a comprehensive search process, including a robust, aggressive recruitment process. The Board is encouraged to forward any active leads and/or referrals to the consultants for follow-up.