



Santa Monica Community College District  
**District Planning and Advisory Council**  
**MEETING - JUNE 8, 2005**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **June 8, 2005 at 3 p.m.** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order

II. Members Present

Thomas J, Donner, Superintendent/President, Chair  
Randal Lawson, Executive Vice-President  
Katharine Muller, Management Association President  
Lesley Kawaguchi, Academic Senate President, Vice-Chair  
Lantz Simpson, Faculty Association President  
Ken Mason, Faculty Association representative  
Carl Gettleman, Classified Senate President  
Vinnessa Pierce, Classified Senate Representative  
Giovanni Vela, CSEA President  
Mark Abraham, Associated Students Representative

Others Present

Robert Adams  
Alan Buckley  
Jocelyn Chong  
Janet Harclerode  
Deyna Hearn  
Mitra Moassessi  
Judy Penschansky  
Jeff Shimizu  
David Zehr

III. Agenda

Public Comments

*Individuals may address the District Planning and Advisory Council (DPAC) regarding an item on the agenda by submitting an information card with name and topic on which comment is to be made. The Chair reserves the right to limit the time for each speaker.*

A. The minutes of May 25, 2005 were reviewed

B. Motion was made by Lantz Simpson and seconded by Carl Gettleman to approve the establishment of the College Services Planning Subcommittee with the charges to the subcommittee, as follows:

The College (Operational) Services Planning Subcommittee shall:

- Make recommendations to the District Planning and Advisory Council on matters pertaining to how operational services (such as Business Services, Security, Food Services, Intercampus Transportation, Events, Custodial Services, Network Services, Payroll, Purchasing, Shipping and Receiving, and Accounts Payable) impact instruction and direct services to students.
- Initiate discussions on defining Student Learning Outcomes for these areas and devise ways in which to measure their effectiveness in meeting student needs for use in making planning decisions.
- Assist these operational services areas in integrating Student Learning Outcomes in their reports to the Academic Senate Joint Program Review Committee.
- Support the goal to infuse Student Learning Outcomes throughout Santa Monica College.

The motion was approved with the following conditions:

- there be a moratorium on creating more subcommittees
- recognize that the charges to other planning subcommittees should include the goal to infuse Student Learning Outcomes throughout Santa Monica College

Ayes: 6  
Noes: 1 (Management Association)  
Abstain: 1 (Students)

#### C. Enrollment

- Report - Summer enrollment is slightly below summer 2004. The enrollment management process will be in effect until opening day.
- An ad hoc committee was formed to review the following suggestions to enhance enrollment recovery and present a recommendation at the next meeting.
  - Plan a weekend program
  - Offer discounts on books during freshman symposium (during that time only)
  - Look at ways to "hook" incoming freshmen
  - Consider more eight-week classes, early morning classes, late afternoon classes, vocational classes
- Classified staff members were asked to make suggestions regarding incentives for staff to take classes
- The issue of transit and parking was referred to the Facilities Planning Subcommittee

D. Review and discussion of the Master Plan for Education was deferred to the next meeting

E. Reports presented and/or distributed

- Technology Planning Subcommittee
- Academic Senate Joint Program Review Committee

IV. Adjournment

DPAC Meetings schedule, through December, 2005

June 22  
July 13, 27  
August 10 (no meeting August 24)  
September 14, 28  
October 12, 26  
November 9, 23  
December 14

V. Council of Presidents Meeting

The Council of Presidents met to set the agenda for the June 22, 2005 DPAC meeting.

