



Santa Monica Community College District
District Planning and Advisory Council
MEETING - SEPTEMBER 14, 2005
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **September 14, 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: 3:04 p.m.

II. Members Present

Jeff Shimizu, Administration
John Gonzalez, Management Association Representative
Teresita Rodriguez, Management Association Representative
Richard Tahvildaran-Jesswein, Academic Senate President,
Vice-Chair
Lesley Kawaguchi, Academic Senate Representative
Ken Mason, Faculty Association Representative
Dennis Frisch, Faculty Association Representative
Jere Romano, CSEA Representative
Sadia Afolabi, Associated Students President
Jeff Jensen, Associated Students Representative

Others Present

Robert Adams
Georgia Bauman
Alan Buckley
Patricia Burson
Jocelyn Chong
Don Girard
Richard Goodman
Deyna Hearn
Jacqueline Nagatsuka
Judy Penchansky
Lee Peterson
Reagan Romali
Christine Schultz
Esau Tovar

III. Review of Minutes: July 27, 2005
August 10, 2005

IV, Reports

A. Planning Subcommittees

- Budget Planning:

Associate Vice-President of Fiscal Services Reagan Romali reported that the Budget Planning Subcommittee is meeting regularly and is developing solutions to address the revenue shortage. It is projected that the

District will end the 2005-06 year with a 3-1/2 percent reserve. It was requested that quarterly budget reports (similar to those presented to the Board of Trustees) be made to DPAC and that a budget presentation be scheduled for the next DPAC meeting (9/28).

- College Services Planning: This subcommittee is being assembled.
- Facilities Planning: No report; subcommittee will meet on September 20th.
- Human Resources Planning: No report
- Technology Planning: This subcommittee has been meeting monthly.

B. Academic Senate Joint Committees

- Curriculum: The first meeting of this academic year will be held on Wednesday, September 21st.
- Program Review: No report; subcommittee will meet in November.
- Student Affairs: This subcommittee is fully operational.

V. Agenda

Public Comments - None

A. In response to a DPAC mandate that significant improvements be made to the SMC website by January 2006, the Technology Planning Subcommittee drafted a recommendation to be presented to the Interim Superintendent/President for a redesign plan. Following deliberation, DPAC unanimously voted to forward the following recommendation to the Interim Superintendent/President:

1. The College should acknowledge its internet website as the primary means of distributing information for our current and prospective students, the faculty and staff, and the community and that the College should devote appropriate human and financial resources toward that end.
2. The Administration should designate an individual to direct the college website, including its design, site navigation, editorial content, and on-going maintenance.
3. The Administration should establish a Website Steering Committee, comprising representatives of college constituency groups, webpage authors, and users, to advise the administration and the individual directing the website.
4. The individual directing the website, with the advice of the Website Steering Committee, shall implement the recommendations of the Website Working Group and take such additional measures as may be necessary to improve the college's website appearance and functionality.

DPAC agreed to table until the next meeting the rest of the recommendation which includes a phasing-in plan, resources, timeline and outcome, with the understanding that some of the recommendations may be revised.

- B. A draft of the administrative regulation for DPAC was reviewed as a "first reading." Revisions suggested will be incorporated and it will be presented for a second reading at the next meeting.

VI. Adjournment: 4:55 p.m.

DPAC Meetings schedule, through December, 2005

September 28
October 12, 26
November 9, 23
December 14

VII. The Council of Presidents set the agenda for the September 28, 2005 DPAC meeting. The agenda will include:

- 2005-06 Budget Update
- Recommendation from Technology Planning Subcommittee on redesign of SMC website
- DPAC Administrative Regulation 2250: Second reading
- Master Plan for Education, 2005-06 (final)