



Santa Monica Community College District
District Planning and Advisory Council
MEETING - OCTOBER 26, 2005
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 26, 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: 3:08 p.m.

II. Members Present

Randal Lawson, Administration, Chair Designee
Jeff Shimizu, Administration
Katharine Muller, Management Association Representative
Judy Penchansky, Management Association Representative
Richard Tahvildaran-Jesswein, Academic Senate President,
Vice-Chair
Lesley Kawaguchi, Academic Senate Representative
Lantz Simpson, Faculty Association Representative
Ken Mason, Faculty Association Representative
Lee Peterson, CSEA Representative
Jere Romano, CSEA Representative
Sadia Afolabi, Associated Students President
Victoria Pregler, Associated Students Representative

Others Present

Mark Abraham
Robert Adams
Georgia Bauman
Dianne Berman
Alan Buckley
Patricia Burson
Jocelyn Chong
John Gonzalez
Aaron Howell
Jeff Higler
Jacqueline Nagatsuka
Christine Schultz
Esau Tovar
David Zehr

III. Review of Minutes: October 12, 2005

IV, Reports

A. Planning Subcommittees

- Budget Planning: Randy Lawson reported that the Board of Trustees will be reviewing the quarterly budget report at its November 7th meeting; therefore, the budget report for DPAC will be scheduled for the November 9th meeting.
- College Services Planning: Co-Chair Robert Adams reported that the subcommittee is meeting next Tuesday (November 1st).
- Facilities Planning: Co-Chair Dianne Berman and Ken Mason distributed the minutes of the subcommittee

meeting on October 20th. The topics of discussion included campus and restroom cleanliness, the status of various construction projects, possible scenarios for parking, and access at the Bundy campus. The Facilities Planning Subcommittee was encouraged to consider taking a position that the college address the parking situation by purchasing property and forward the recommendation to DPAC.

- Human Resources Planning: No report.
- Technology Planning: Jocelyn Chong reported that the subcommittee is working on a draft document for the college community to promote awareness about information security. It was also mentioned that a process needs to be developed so that chairs of the subcommittees can post minutes of the meetings and other related documents on the DPAC website.

B. Academic Senate Joint Committees

- Curriculum: Chair David Zehr - no report
- Program Review: Chair Patricia Burson reported that the first meeting will be held November 8th.
- Student Affairs: Chair Esau Tovar reported that the Committee is addressing issues related to the dual enrollment program and plus/minus grading. Enforcing the posting of materials on campus needs to be addressed by DPAC.

V. Agenda

A. Old Business:

- (1) A letter from Interim Superintendent/President Tom Donner responding to the DPAC recommendation on the website redesign project was distributed (attached). He requests that DPAC provide additional information and clarification regarding staffing and budget, and submit a revised recommendation for consideration.

A recommendation was unanimously approved to (1) ask the Technology and Budget Planning Subcommittees to provide the requested information and (2) include the project as a priority in the 2006-07 budget.

- (2) Old Business regarding the college "doables" included (1) a report from the Facilities Planning Subcommittee that it is addressing the area of better maintenance and general campus cleanliness, and (2) a request to the Facilities Planning Subcommittee to consider the suggestion of moving the Office of the Superintendent/President to the main campus (third floor Drescher Hall or some other location).

- B. Master Plan for Education: Members of DPAC were asked to submit suggestions for assignments of responsibilities related to objectives by November 4th.

- C. Subcommittee report on communication: A number of suggestions were presented to increase or improve communications on campus, which included town hall

meetings hosted by the Superintendent/President, Superintendent/ President's periodical newsletter or web-cast, and recognition of current efforts. The subcommittee will meet again to finalize the recommendations.

D. Parking Update: Randy Lawson reported that with the closing of the shuttle lot at the airport, the City has identified a lot with about 100 spaces that the college can use through the end of the semester. The college's only resolution at this time to accommodate our Bundy campus students is to have them park at the Bundy site, entering at Bundy drive and exiting at Bundy drive right turn only.

VI. Adjournment: 4:55 p.m.

DPAC Meetings schedule, through December, 2005
November 9, 23
December 14

VII. The Council of Presidents set the agenda for the November 9, 2005 DPAC meeting. The agenda will include:

- Budget Update:
- Review of charges to planning subcommittees
- Master Plan for Education: Subcommittee recommendations on assignments of responsibilities related to objectives
- Subcommittee report on communication
- Parking Update