



Santa Monica Community College District
District Planning and Advisory Council
MEETING -MAY 9, 2007
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **May 9, 2007** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard. Santa Monica, California.

I. Call to Order: 3:07 p.m.

II. Members Present

Randy Lawson, Administration, Chair
Jeff Shimizu, Administration
Richard Tahvildaran-Jesswein, Academic Senate President
Peter Morse, Academic Senate Representative
Lantz Simpson, Faculty Association President
Kathy Sucher, Faculty Association Representative
Al DeSalles, Management Association President
Mona Martin, Management Association Representative
Bernie Rosenloecher, CSEA President
Leroy Lauer, CSEA Representative
Victoria Pregler, Associated Students President
Jason Van Buren, Associated Students Representative

Others Present

Patricia Burson
Deyna Hearn
Lesley Kawaguchi
Tamar Jacob
Karen Legg
Sherri Lee-Lewis
Connie Lemke
Mitra Moassessi
David Muller
Judy Penchansky
Lee Peterson
Teresita Rodriguez
Christine Schultz
David Zehr

DPAC Staff Support

Lisa Rose

III. The minutes of March 14, 2007 were reviewed and accepted as amended.

IV. Reports

A. Planning Subcommittees

1. Budget Planning: Recommendations presented by the Budget Planning Subcommittee will be considered later in the agenda.
2. The College Services Planning Subcommittee is reviewing responses to surveys from staff and students and working on a linking them to student learning outcomes.

3. The Facilities Planning Subcommittee discussed the five-year facilities plan at its last meeting. The agenda for the next meeting will include a full discussion on the quad project which is scheduled to start construction in fall, 2007. It was reported that the Academic Senate office will be relocating to HSS 261.
4. Human Resources Planning: A draft of model EEO plan was reviewed at the last meeting. There was direction from the Subcommittee for DPAC to clearly define the charge of the subcommittee because of conflicting ideas of what it should be doing.
5. The Technology Planning Subcommittee will be meeting with information services leadership next week to develop technology replacement recommendations and review the technology plan and objectives for 2007-08.

B. Academic Senate Joint Committees

1. Curriculum: David Zehr, Chair: A list of new courses will be presented to the Board of Trustees for approval in June.
2. Program Review: Patricia Burson, Chair: The committee is busy reviewing programs. It is also developing a checklist to assist the committee in doing its work and a certificate of compliance for programs that meet program review requirements.
3. Student Affairs: Karen Legg, Chair: The committee is working on a model syllabus that will be submitted to the Department Chairs for review. The first meeting of the Honor Council was held on May 17, 2007. The first enrollment cycle for new and continuing students will include a paragraph on the honor code to which students will be required to accept or decline.

V. Agenda

A. Campus Farming Initiative:

Public Comments: Jerry Rubin

A formal letter was submitted by the Associated Students stating that the A.S. Board of Directors unanimously expressed support for the SMC campus farming project and approved start up funds. The Associated Students also submitted the proposal for *Campus Community Farming* to DPAC for review, consideration and support. DPAC unanimously supported the project and requested that all constituencies work together to identify an appropriate location.

- B. Increasing Full-Time Faculty: Richard Tahvildaran-Jesswein commented on the District's commitment to the ratio of full-time faculty of 75-25 percent with the understanding that as the District moves into stabilization and recovery, a particular annual number cannot be determined.

C. Budget Planning Subcommittee Resolutions: In response to the request that the Budget Planning Subcommittee participate in the budget process by developing guiding principles, the Subcommittee developed a series of recommendations for consideration by DPAC.

DPAC voted unanimously to approve the following Budget Planning Subcommittee recommendations:

- Non general funds, such as Measure U and Measure S dollars (but not limited to) be used to convert the college to self-sustaining energy using solar power and other renewable energy sources. The link to the COBC website is:
<http://www.smc.edu/admin/trustees/CitizensBondOversightCommittee/default.htm>
- Support the principle that non-general funds, such as Measure U and S dollars (but not limited to), be used to explore energy efficient technologies.
- Adequately staff departments to reduce non-seasonal overtime, except in cases of emergency.
- Conduct a cost benefit analysis of the college's fixed assets.
- Create a centralized transparent mechanism or clearinghouse for the tracking and control of all contract services.
- Prior to using staff attrition and/or existing vacancies of permanent employees, that the District reduce provisional and limited term employees, professional experts, and consultants.

DPAC took separate action on the following recommendations from the Budget Planning Subcommittee:

- A three-year goal for the college to move to defined, internal benchmarks for a ratio of classified staff to classified managers and full-time faculty to academic managers.
Motion was made to refer the issue of benchmarks back to the Budget Planning Subcommittee for language that better identifies what benchmarks are needed.
Ayes: 5 (Academic Senate, Administration, Management Association, Associated Students)
Noes: 3 (Faculty Association, CSEA)
- Cut advertising expenditures by 50 percent for 2007-2008.
Ayes: 3 (Faculty Association, CSEA)
Noes: 5 (Academic Senate, Administration, Management Association, Associated Students)
Motion fails
- Cut all substitutes for all classes unless the instructor can no longer teach.
*Motion was made to amend as follows:
Cut all substitutes for all classes except those with approval of the Vice-President of Academic Affairs, unless the instructor can no longer teach.*
Ayes: 8
Noes: 0

D. SMC Smoking Policy:

Public Comments: Gloria Lopez
Jerry Rubin
Robert Berger
Mike Bone

The Associated Students presented a formal recommendation that DPAC support the student vote for a smoke free campus.

Motion was made to support the Associated Students' resolution

Ayes: 6 (Academic Senate, Faculty Association, Administration, Management Association, Associated Students)

Noes: 0

Abstain: 2 (CSEA)

VI. Adjournment: 5:30 p.m.

Meeting schedule through June, 2008

DPAC (second Wednesday each month)

June 13, 2007

July 11

August 8

September 12

October 10

November 14

December 12

January 9, 2008

February 13

March 12

April 9 (faculty flex day - spring break)

May 14

June 11

Strategic Planning Task Force (fourth Wednesday each month)

May 23, 2007

June 27

July 25

August 22 (faculty flex day - departmental)

September 26

October 24

November 28

December (no meeting)

January 23, 2008

February 27

March 26

April 23

May 28

June 25

VI. Council of Presidents Meeting

The Council of Presidents will set the agenda for the June 13, 2007 DPAC meeting.

- Review of Charges to Planning Subcommittees
- Recommendations for Technology Funding (from TPC)
- Technology Objectives for 2007-08
- Report from Strategic Planning Task Force
- Calendar for 2007-08

Recommendations from DPAC Planning Subcommittees to be included on
agenda
for consideration by DPAC need to be submitted to Lisa Rose one week
before the meeting.