



Santa Monica Community College District
District Planning and Advisory Council
MEETING – OCTOBER 13, 2010
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 13, 2010** . at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:06 p.m.

II. Members Present

Randy Lawson, Administration - Chair
Eric Oifer, Academic Senate President, Vice-Chair
Janet Harclerode, Academic Senate Representative
Erica LeBlanc, Management Association Representative
Mitra Moassessi, Faculty Association President
Sandra Burnett, Faculty Association Representative
Vinessa Cook, CSEA Representative
Tiffany Inabu, Associated Students President
Chantelle Eastman, Associates Students Representative

Others Present

Greg Brookins
Bob Dammer
Guido David Del Piccolo
Dennis Frisch
Lesley Kawaguchi
JC Keurjian
Sherri Lee-Lewis
Georgia Lorenz
Jennifer Merlic
Katharine Muller
Lee Peterson
Steve Peterson
Howard Stahl

DPAC Staff Support

Lisa Rose

III. The minutes of the meeting on September 22, 2010 were accepted.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: The subcommittee is discussing and developing a list of cost-saving and revenue-generating ideas to present to DPAC in the future.
- College Services Planning: Mike Tuitasi and Jennifer Alcaraz, Co-Chairs: No report
- Facilities Planning: J.C. Keurjian and Lee Peterson, Co-Chairs: The schedule of meetings has been planned for the year.

- Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs: The subcommittee is developing its goals and priorities for this year based on the Program Review recommendations and institutional objectives in the Master Plan, which include professional development/training, and developing an institutional code of ethics. Other priorities include the completion of the EEO plan and record updating.
- Technology Planning: Bob Dammer and Wendy Parise, Co-Chairs: The subcommittee reviewed the Program Review recommendations, proposed objectives and ways to assess those objectives.

C. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: At its last meeting, the Committee (1) approved four new noncredit courses coming from Emeritus Colleges (HE 30, HE 34, HE 38, HE 63); (2) approved a revision to the Journalism AA degree to bring it up-to-date; (3) added a fourth area to the Ecological Literacy category of the Global Citizenship AA degree; and (4) approved a new distance education application form.
- Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair: Four areas have been reviewed and the Committee is developing an annual program review update process which still start with the instructional programs next fall (2011).
- Student Affairs: Greg Brookins, Chair, and Kiersten Elliott, Vice-Chair: The Committee is working on its goals and objectives for the year. Discussion included the add code policy, plus/minus grading, code of academic conduct (language issues), F-I students, grading entries and regulations as they relate to student workers.
- Student Learning Outcomes: Christine Schultz and Lesley Kawaguchi, Co-Chairs, and Erica LeBlanc, Vice-Chair: The Committee reviewed its scope and function in terms of institutional planning. Discussion included information in the Program Review Report and student success rates relating to SLOs and the major focus statewide of using data in the planning process.

D. Associated Students Report: Tiffany Inabu, A.S. President: Karissa Gonzalez, newly-appointed Director of Academic Support, will be responsible for getting students to serve on DPAC planning subcommittees. The Associated Students has rescinded the \$1.50 student organizing fee imposed last year.

E. Accreditation: The Accreditation Follow-Up report was unanimously approved by the Board of Trustees on October 5th, and is being sent to the ACCJC to meet October 15th deadline.

V. Agenda

Public Comments - None

A. DPAC Planning Subcommittees: Review Charges: DPAC reviewed and discussed charges for the Budget, College Services, Facilities and Human Resources Planning Subcommittees. It was suggested that there be guiding principles for all planning subcommittees and specific goals and objectives for each subcommittee that are linked to the Mission, Vision and Supporting Goals, MPE Institutional Objectives, ACCJC recommendations, etc. Review and discussion will continue at the next meeting.

- B. Discussion: Contract Education Pilot Program for International Students
(postponed until October 27th)
- C. Orientation *(postponed until October 27th)*

VI. Adjournment 4:52 p.m.

Meeting schedule through June, 2011 (second and fourth Wednesdays each month at 3 p.m.)

<u>2010</u>	<u>2011</u>
October 27	January 12, 26
November 10, 24	February 9, 23
December 8	March 9, 23
	April 13, 27
	May 11, 25
	June 8, 22

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the October 27, 2010 DPAC meeting.

Agenda

- A. Discussion: Contract Education Pilot Program for International Students
- B. Institutional Effectiveness Matrix
- C. DPAC Planning Subcommittees *(continued from October 13th meeting)*
- D. Orientation *(Social to follow at El Torito)*

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.