



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – FEBRUARY 9, 2011**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **February 9, 2011** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:10 p.m.

II. Members Present

Randy Lawson, Administration, Chair  
Eric Oifer, Academic Senate President, Vice-Chair  
Jeff Shimizu, Administration Representative  
Janet Harclerode, Academic Senate Representative  
Al Vasquez, Management Association President  
Erica Leblanc, Management Association Representative  
Mitra Moassessi, Faculty Association President  
Sandra Burnett, Faculty Association Representative  
Chantelle Eastman, Associated Students President

Others Present

Vinnessa Cook  
Jennifer Merlic  
Lee Peterson  
Steve Peterson  
Christine Schultz  
Howard Stahl

DPAC Staff Support

Lisa Rose

III. The minutes of the meeting on January 26, 2011 were accepted.

IV. Reports

A. The Accrediting Commission for Community and Junior Colleges (ACCJC) has accepted the Follow Up Report stating that the District has resolved recommendations 1 and 3 as identified in the Commission's Action letter of June 30, 2010. The next visit will be held in 2016. A mid-term report is required the third year after the comprehensive evaluation which would be March 15, 2013. Randy Lawson thanked DPAC for its work on the Master Plan for Education 2010-2011 Update which was the basis for the Follow-Up Report.

B. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: No report
- College Services Planning: Mike Tuitasi and Jennifer Alcaraz, Co-Chairs: No report.
- Facilities Planning: J.C. Keurjian and Lee Peterson, Co-Chairs: No report
- Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs:
- Technology Planning: Bob Dammer and Wendy Parise, Co-Chairs: No report

C. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: No report.
- Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair: The Committee will be considering a recommendation that the District purchase the Curriconet program review web-based model to assist in the preparation of the annual Program Review Report.
- Student Affairs: Greg Brookins, Chair, and Denise Kinsella, Vice-Chair: No report.
- Student Learning Outcomes: Christine Schultz and Lesley Kawaguchi, Co-Chairs, and Erica LeBlanc, Vice-Chair: Discussion continued on the process for assessment of the S/ILO pilot program pilot and development of service unit outcomes (student services and administrative units).

D. Associated Students Report: Tiffany Inabu, A.S. President: No report

V. Agenda

Public Comments

- A. Follow-Up on Institutional Effectives Report: The results of the poll rating the Institutional Effectiveness Report Performance Indicators (1.1 – 1.22) and other suggested measures were reviewed and discussed. Almost all performance indicators were rated highly important. The goal is for DPAC to determine which performance indicators should be used to develop an institutional report card or “dashboard” that can be used to measure student success and achievement. The next exercise will be to rank performance indicators in *Supportive Learning Environment* (2.1 - 2.20). It was suggested that DPAC review the definitions of the supporting goals and connect them to the performance indicators.

VI. Adjournment 4:45 p.m.

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

2011

February 23

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 February 23, 2011 DPAC meeting.

Agenda

- Reports
  - Planning Subcommittees
  - Academic Senate Joint Committees
  - Associated Students
  - Budget Update
- Equal Employment Opportunity (EEO) Plan
- Follow-Up on Institutional Effectiveness Report: Supportive Learning Environment (Performance Indicators 2.0 – 2.20)

*It was agreed at the Council of President's meeting that Randy Lawson and Eric Oifer would develop a summary of the discussion at the February 9<sup>th</sup> meeting related to the performance indicators in the Innovative and Responsive Academic Environment goal and recommend measures to be used for development of the institutional report card.*

- Budget
  - Board of Trustees Study Session, February 15, 2011
  - Budget Planning/Strategies
  - Town Hall meeting

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.