



Santa Monica Community College District
District Planning and Advisory Council
MEETING – AUGUST 25, 2010
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **August 25, 2010** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:36 p.m.

II. Members Present

Randy Lawson, Administration - Chair
Eric Oifer, Academic Senate President, Vice-Chair
Jeff Shimizu, Administration Representative
Al Vasquez, Management Association President
Erica LeBlanc, Management Association Representative
Janet Harclerode, Academic Senate Representative
Mitra Moassessi, Faculty Association President
Sandra Burnett, Faculty Association Representative
Leroy Lauer, CSEA Representative
Connie Lemke, CSEA Representative

Others Present

Lee Peterson
Jennifer Merlic
Katharine Muller
Howard Stahl

DPAC Staff Support

Lisa Rose

III. The minutes of the meeting on August 11, 2010 were accepted.

IV. Agenda

Public Comments – None

A. DPAC received and discussed the following motion from the Budget Planning Subcommittee:

The Budget Committee receives and affirms the 2010-2011 Adopted Budget.

B. Institutional Effectiveness Matrix: Teresita Rodriguez reported that an Institutional Effectiveness Matrix is being developed that focuses on three to five-year trends surrounding a set of key performance indicators for the college. The data elements will be aligned with the college's strategic initiatives, institutional objectives and other major goals to connect with other planning processes. A draft is being prepared by the Office of Institutional Research and will be discussed by the Research Advisory Committee in September. Once the matrix has been finalized, it will be shared with DPAC. The full report is scheduled to be presented to the Board of Trustees in November.

C. Master Plan for Education Update, 2010-2011: DPAC reviewed and discussed:

- Draft 2010-2011 Institutional Objectives
- Responses to 2009-2010 Institutional Objectives

The goal is to have the list of Institutional Objectives for 2010-2011 finalized by the DPAC meeting on September 8th. The final Master Plan for Education will need to be approved at the DPAC meeting on September 22nd in order to be presented to the Board of Trustees at its October 5th meeting.

V. Adjournment: 5:50 p.m.

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

| | |
|----------------------|----------------|
| September 8, 22 | February 9, 23 |
| October 13, 27 | March 9, 23 |
| November 10, 24 | April 13, 27 |
| December 8 | May 11, 25 |
| January 12, 26, 2011 | June 8, 22 |

VI. Council of Presidents Meeting

The Council of Presidents set the agenda for the September 8, 2010 DPAC meeting.

Agenda

- Master Plan for Education Update, 2010-2011
 - Review, Discuss and Finalize 2010-2011 Institutional Objectives
 - Review, Discuss and Finalize Responses to 2009-2010 Institutional Objectives
- DPAC 2009-10 Annual Report

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.

Index of DPAC Actions

2010-2011

A – Approval

C – Consensus/Agreement

| Number | Topic | Date |
|--------|---|-----------------|
| #95-A | Charges to DPAC Planning Subcommittees All issues referred to the DPAC planning subcommittees during the review of the Program Review recommendations should be added to the annual charges to the subcommittee and that the monthly reports to DPAC should focus on those annual charges. <i>The motion was unanimously approved.</i> | August 11, 2010 |
| #96-C | Affirmation of 2010-2011 Adopted Budget Consensus that DPAC received and discussed the motion passed by the Budget Planning Subcommittee | August 25, 2010 |