

2010-2011

DPAC

Santa Monica Community College District



District Planning and Advisory Council

Annual Report

2010-2011



Santa Monica Community College District
District Planning and Advisory Council

**DPAC ANNUAL REPORT
 2010-2011**

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District Planning and Advisory Council CHARTER

Board Policy 2250

The Board recognizes the District Planning and Advisory Council as the body primarily responsible for making recommendations to the Superintendent/President on matters that are not otherwise the primary responsibility of the Academic Senate (BP 2210), Classified Staff (BP 2220), Associated Students (BP 2230) or the Management Association (BP 2240). Issues include, but are not limited to, District budget, facilities, human resources, instruction, student services and technology planning. Discussion of these issues by the Council will not supplant the collective bargaining process.

The District Planning and Advisory Council shall comprise representatives of the faculty (Academic Senate and Faculty Association), classified staff, students (Associated Students) and management (Administration/Management Association), who shall mutually agree upon the numbers, privileges, and obligations of Council members. The District Planning and Advisory Council shall establish its own procedures in conformity with the law.

DPAC Members:

- Superintendent/President (or designee)
- Academic Senate President (or designee)
- Faculty Association President (or designee)
- CSEA President (or designee)
- Management Association President (or designee)
- Associated Students President (or designee)

Each Constituency Group President (or designee) shall be allowed one additional seat at DPAC meetings for a total of 12 people (President + One).

DPAC Chair and Vice-Chair:

The Chair shall be selected by the Superintendent/President in June to serve a one-year term the following fiscal year.

The Vice-Chair shall be elected by a majority vote of DPAC members (8 votes) in June to serve a one-year term for the following fiscal year.

Note: The Vice Chair shall not come from the same constituency group as the Chair of DPAC. If the Superintendent/President selects a faculty person for Chair then the Vice Chair must come from a constituency group other than faculty.

Responsibilities of the DPAC Chair and Vice-Chair

- The Chair shall preside at meetings of DPAC
- The Vice-Chair shall preside at meetings of DPAC in the absence of the Chair
- The Chair and Vice-Chair shall review agendas and minutes of DPAC meetings prior to distribution
- The Chair and Vice-Chair shall convey DPAC's recommendations to the Superintendent/President

DPAC Coordinator

The DPAC Coordinator shall be responsible for the following:

- Prepare, post/distribute agendas for DPAC meetings in compliance with the Brown Act (72 hours in advance of a regular meeting)
- Prepare, post/distribute minutes of DPAC meetings
- Keep a full, accurate and indexed record of DPAC proceedings
- Have charge of all DPAC records and files
- Prepare DPAC Annual Report

Privileges and Obligations of Council Members

- Each member is expected to represent their group in discussions and deliberations
- Each member of the Council will attend meetings
- Each constituency president will participate in agenda setting

Meetings

Meetings of the District Planning and Advisory Council are subject to the provisions of the Brown Act. The District Planning and Advisory Council meets on the second and fourth Wednesdays of the month.

Quorum

A quorum will consist of a simple majority of DPAC members (7 of 12 members).

Voting on DPAC

No voting will take place during the first ten minutes of a meeting.

Two votes per each constituency group or one vote per sub-constituency group.

| | |
|------------------------|---------|
| Academic Senate | 1 vote |
| Faculty Association | 1 vote |
| CSEA | 2 votes |
| Management Association | 1 vote |
| Administration | 1 vote |
| Associated Students | 2 votes |

Note: There are 8 votes only on DPAC

Orientation for DPAC Members

An annual orientation session will be held for members of DPAC.

DPAC Recommendations to the Superintendent/President

It is the charge of DPAC to make recommendations to the Superintendent/President. It is the responsibility of the Chair and Vice-Chair to convey DPAC's recommendations to the Superintendent/President. The Superintendent/President or designee will respond to DPAC recommendations either in writing or through a report from the Chair at a subsequent DPAC meeting. The Superintendent/President's responses will be reflected in the DPAC minutes.

Agenda Setting Meetings

The Council of Presidents shall set DPAC agendas. The Council of Presidents shall comprise the presidents of each constituency.

Planning Subcommittees:

1. Budget Planning
2. College Services Planning
3. Facilities Planning
4. Human Resources Planning
5. Technology Planning

Meetings of the DPAC Planning Subcommittees are subject to the provisions of the Brown Act.

Each of the five Planning Subcommittees shall comprise four representatives of each constituency group or two representatives of each sub-constituency group.

Faculty (2 Academic Senate/2 Faculty Association)
Classified (4 CSEA)
Managers (2 Administration /2 Management Association)
Students (4 Associated Students)

The members of DPAC shall determine the scope and function of the five Planning Subcommittees. In other words, DPAC is to provide direction for the five Planning Subcommittees.

Quorum

A quorum will consist of a simple majority of subcommittee members.

Planning Subcommittees Co-Chairs

One Co-Chair named by the Superintendent/President

The Superintendent/President may name any Santa Monica College employee or student as this co-chair and is not held to any particular constituency.

One Co-Chair elected by the planning subcommittee

This co-chair shall be selected from within the subcommittee membership by September 30th of each year.

Note: Chairs shall not come from the same constituency group. If the Superintendent/President selects a faculty person for chair then the other chair must come from a constituency group other than faculty.

Additional Note: All Co-Chairs (or designees) of the Planning Subcommittees are expected to attend all DPAC meetings

Responsibilities of the Planning Subcommittees Co-Chairs

- Develop the schedule of meetings
 - All planning subcommittees shall meet at least once a month at a fixed time and location and report to the District Planning and Advisory Council on a monthly basis.
- Work cooperatively to:
 - Develop meeting agendas
 - Post/distribute agendas in compliance with the Brown Act (72 hours in advance of a regular meeting)
 - Preside over meetings using standing rules agreed upon by the subcommittee
 - Prepare minutes of meetings
 - Post/distribute minutes

Resources to DPAC

- I. Academic Senate Joint Committees (these committees are not subcommittees of DPAC)
 - a. Program Review
 - b. Curriculum
 - c. Student Affairs
 - d. Student Learning Outcomes (Institutional Effectiveness)

2. Chair of Academic Senate Department Chairs and Coordinators Committee (representing the department chairs)

Note: All Chairs and Vice Chairs of these Academic Senate Joint Committees and the Chair of Chairs are expected to attend all DPAC meetings.

An annual orientation session will be held for Planning Subcommittee Co-Chairs and Academic Senate Joint Committee Chairs and Vice-Chairs.

Approved: 4/21/05

Revised: 5/25/05, 6/8/05; 6/22/05, 2/27/08, 9/10/08, 1/28/09, 8/12/09, 11/11/09

Santa Monica Community College District
District Planning and Advisory Council

Members, 2010-2011

Randal Lawson, Administration, Chair Designee
Jeff Shimizu, Administration
Albert Vasquez, Management Association President
Judy Neveau, Management Association Vice-President
Eric Oifer, Academic Senate President, Vice-Chair
Janet Harclerode, Academic Senate Representative
Mitra Moassessi, Faculty Association President
Sandra Burnett, Faculty Association Representative
Bernie Rosenloecher, President
Leroy Lauer, CSEA Representative
Tiffany Inabu, Associated Students President
Chantelle Eastman, Associated Students Representative

DPAC Coordinator

Lisa Rose

Resource Liaisons

Bob Isomoto, Co-Chair, Budget Planning Subcommittee
Howard Stahl, Co-Chair, Budget Planning Subcommittee
Mike Tuitasi, Co-Chair, College Services Planning Subcommittee
Jennifer Alcaraz, Co-Chair, College Services Planning Subcommittee
J.C. Keurjian, Co-Chair, Facilities Planning Subcommittee
Lee Peterson, Co-Chair, Facilities Planning Subcommittee
Sherri Lee-Lewis, Co-Chair, Human Resources Planning Subcommittee
Patricia Burson, Co-Chair, Human Resources Planning Subcommittee
Bob Dammer, Co-Chair, Technology Planning Subcommittee
Wendy Parise, Co-Chair, Technology Planning Subcommittee

Georgia Lorenz, Academic Senate Joint Curriculum Committee
Guido Davis del Picolo, Academic Senate Joint Curriculum Committee
Katharine Muller, Academic Senate Joint Program Review Committee
Mary Colavito, Academic Senate Joint Program Review Committee
Denise Kinsella, Academic Senate Joint Student Affairs Committee
Greg Brookins, Academic Senate Joint Student Affairs Committee
Erica LeBlanc, Academic Senate Student Learning Outcomes Committee
Christine Schultz/Lesley Kawaguchi, Academic Senate Student Learning Outcomes (Institutional Effectiveness) Committee
Jennifer Merlic, Chair of Chairs

Meetings, 2010-2011

| | |
|-----------------|----------------------|
| July 28, 2010 | January 12, 26, 2011 |
| August 1, 25 | February 9, 23 |
| September 9, 23 | March 10, 24 |
| October 13, 27 | April 13, 27 |
| November 10, 24 | May 11, 25 |
| December 8 | June 8, 2 |

District Planning and Advisory Council
Planning Subcommittees
(DPAC action 4/27/05 and 6/8/05)

- Budget Planning Subcommittee**
- College Services Planning Subcommittee**
- Facilities Planning Subcommittee**
- Human Resources Planning Subcommittee**
- Technology Planning Subcommittee**

Overarching Guiding Principles for DPAC Planning Subcommittees

- In its planning process, each subcommittee should make recommendations on matters within its jurisdiction to the District Planning and Advisory Council that are consistent with the District's Mission, Vision and Supporting Goals, Master Plan for Education Institutional Objectives, the Educational and Career Facilities Master Plan, and the Technology Master Plan.
- Each planning subcommittee should factor recommendations from other planning areas
- As part of its planning process, each planning subcommittee should consider environmentally sustainable practices
- Members of the planning subcommittees should report back to their respective constituencies on a regular basis

(approval date)

Responsibilities of the Planning Subcommittees Co-Chairs

- Develop the schedule of meetings
- All planning subcommittees shall meet at least once a month at a fixed time and location and report to the District Planning and Advisory Council on a monthly basis.
- Work cooperatively to:
 - Develop meeting agendas
 - Post/distribute agendas in compliance with the Brown Act (*72 hours in advance of a regular meeting*)
 - Preside over meetings using standing rules agreed upon by the subcommittee
 - Prepare minutes of meetings
 - Post/distribute minutes

(Approved 1/28/09)

District Planning and Advisory Council
Budget Planning Subcommittee

Members

| Managers | Faculty | Classified | Students |
|--|---|---|----------------|
| Bob Isomoto, Co-Chair Chris Bonvenuto Teresita Rodriguez Al Vasquez | Janet Harclerode Eric Oifer Howard Stahl, Co-Chair Mitra Moassessi | Leroy Lauer Connie Lemke Bernie Rosenloecher (one vacancy) | Kevin Kurtzman |

Meetings: First and third Wednesdays at 2 p.m., Library 275

Duties of the Budget Planning Subcommittee*:

- Have recommending authority on budget matters to the District Planning and Advisory Council.
- Review, in a timely manner, tentative, quarterly and final budgets for consistency with annual institutional goals and objectives, strategic institutional plans, and the college vision, mission, goals, and master plans, and forward recommendations to the District Planning and Advisory Council.
- Review the annual budget and make recommendations to DPAC for short- and long-term budget planning strategies.
- Review institutional expenditure practices, policies, and categories—not specific budget items—for consistency and support of the college vision, mission, goals, strategic initiatives and master plans and federal and state laws.
- As part of the budget planning process, regularly explore practices that can reduce college expenditures or enhance college revenue.
- Participate in the Master Planning process.

Reference: *Program Review Recommendations*

- Develop a plan for supporting and integrating revenue-generating activities for all programs and areas engaged in these efforts
- With Facilities, Human Resources and Technology Planning Subcommittees, build maintenance of technology and facilities into the district budget. This includes appropriate staffing for maintenance, equipment replacement, and software upgrades.

Approved: 4/27/05; Revised 6/22/05, 5/06, 8/06, 7/07, 10/07, 1/13/10

Self-Evaluation presented to DPAC 2/24/2010.

*Consensus by the Budget Planning Subcommittee 12/1/2010

District Planning and Advisory Council

College (Operational) Services Planning Subcommittee

Members

| Managers | Faculty | Classified | Students |
|---|---|---|------------------------------|
| Mike Tuitasi, Co-Chair Sonali Bridges Cynthia Moore | Marina Parise Tracey Ellis Michael Strathearn | Darrell Heximer Joanne Laurance Pam Nemeth (one vacancy) | Jennifer Alcaez, Co-Chair |

Meetings: Fridays at 9 a.m. Physical Education Skybox

| Duties of the College (Operational) Services Planning Subcommittee |
|---|
| <ul style="list-style-type: none">• Make recommendations to the District Planning and Advisory Council on matters pertaining to how operational services (such as Business Services, Security, Food Services, Intercampus Transportation, Events, Custodial Services, Network Services, Payroll, Purchasing, Shipping and Receiving, and Accounts Payable) impact instruction and direct services to students.• Initiate discussions on defining Student Learning Outcomes for these areas and devise ways in which to measure their effectiveness in meeting student needs for use in making planning decisions.• Facilitate the definition of service area outcomes for these areas and encourage the areas to work with the S/ILO Committee to formulate outcomes and assessments to integrate into the reports to the Academic Senate Joint Program Review Committee. |

| Reference: <i>Program Review Recommendation</i> |
|---|
| <ul style="list-style-type: none">• Explore the efficacy of and the efficiencies to be achieved by creating a student account system. |

Approved 6/8/05; Revised 6/22/05, 8/06, 7/07, 1/13/10

District Planning and Advisory Council
Facilities Planning Subcommittee

Members

| Managers | Faculty | Classified | Students |
|--|---|--|----------|
| J. C. Keurjian, Co-Chair Greg Brown Katharine Muller Judy Penschansky | Toni Randall David Javelosa Alicia Villalpando George Marcopulos | Lee Peterson, Co-Chair Jim Galligan Edgar Montgomery Craig Walter | |

Meetings: Fourth Wednesday of each month (excluding December, January, June, July and August),
 11:05 a.m. – 12:05 p.m., Gym 223 “Skybox.”

Duties of the Facilities Planning Subcommittee

- Participate in the process for the preparation of various District facilities related documents, such as the facilities section of the Master Plan for Education, the Facilities Master Plan, the Five-Year Construction Plan submitted to the Chancellor’s Office.
- Factor into planning the impact of local funds available, state funding criteria, space allocation formulas, facility utilization standards, capacity/load ratios, enrollment forecasts, and the inventory of existing facilities.
- Review the documents used in facilities planning.
- Evaluate the effectiveness of funding/staffing for facilities, including new construction, remodels, maintenance, grounds, and campus operations.

Reference: *Program Review Recommendation*

- With Budget, Human Resources and Technology Planning Subcommittees, build maintenance of technology and facilities into the district budget. This includes appropriate staffing for maintenance, equipment replacement, and software upgrades.

Approved: 5/11/05; Revised 6/22/05, 8/06, 7/07, 10/0, 1/13/10

District Planning and Advisory Council
Human Resources Planning Subcommittee

Members

| Managers | Faculty | Classified | Students |
|---|---|---|----------|
| Sherri Lee-Lewis, Co-Chair Sandy Chung Ron Furuyama Leonard Crawford | Patricia Burson, Co-Chair Melody Nightingale Odemaris Valdivia Dennis Frisch | Lee Peterson Tamorah Thomas Joanne Laurance | |

Meetings: Second Tuesdays, 1:30-3 p.m. Library 193

Duties of the Human Resources Planning Subcommittee

- Review data and practices as they relate to staffing needs, recruitment, hiring, and retention of employees so to inform human resources planning.
- Monitor trends in equity and diversity in order to include findings in human resources discussions.
- Review mandated training requirements and their delivery and effectiveness.
- Review Board Policies and Administrative Regulations pertaining to all faculty and classified staff.

2010-2011 Goals

Accreditation Recommendation and Directed by DPAC

- Develop an Institutional Code of Ethics

Program Review Recommendations

- With Budget, Facilities and Technology Planning Subcommittees, build maintenance of technology and facilities into the district budget. This includes appropriate staffing for maintenance, equipment replacement, and software upgrades.
- Explore support and/or facilitation that can be provided for programs experiencing issues of communication, collaboration, and collegiality.
- Develop strategies and technology support for ensuring records across campus are updated so that, for example, when individuals leave the college, all areas of the college are notified and can take appropriate action to terminate access such as signature authority (including Auxiliary accounts), ISIS, access, etc.
- With Professional Development Committee, explore workshops including interpersonal communication, ergonomics, tips for ordering textbooks that save students money.

Approved: 5/25/05; Revised 6/22/05, 8/06, 7/07, 10/07, 1/13/10

District Planning and Advisory Council
Technology Planning Subcommittee

Members

| Managers | Faculty | Classified | Students |
|---|---|--|----------|
| Bob Dammer, Co-Chair Jocelyn Chong Lee Johnston Steve Peterson | Sal Veas Wendy Parise, Co-Chair Tom Peters Matt Hotsinpillar | Christine Miller Waleed Nasr (two vacancies) | |

Meetings: Once a month on Fridays (fall/spring semesters), 10:30 a.m. to 12:30 p.m. in the Library Conference Room

Duties of the Technology Planning Subcommittee

- Develop the annual Master Plan for Technology for submission to the District Planning and Advisory Council.
- Review technology planning issues respective to Budget, Human Resources, Facilities, Student Services, and Instruction.
- Focus on technology integration and communication with other college planning areas.
- Recommend campus-wide technology solutions and provide ongoing support for the maintenance of the Master Plan for Technology.

Approved: 4/27/05; Revised 6/22/05, 8/06, 7/07, 1/13/10

Self-Evaluation presented to DPAC 3/24/2010.

Recommendations: None



Santa Monica Community College District
District Planning and Advisory Council
DPAC ANNUAL REPORT
2010-2011

| Date | Topic | Presented to/Considered by DPAC | Consensus/Action/Discussion A – Approval C – Consensus/Agreement |
|---------------|--|--|--|
| July 28, 2010 | Master Plan for Education Update/ Accreditation Follow-up Report | <p>Executive Vice-President Randy Lawson reported that the District received reaffirmation of its accreditation. However, the ACCJC requested a follow-up report by October 15, 2010 on institutional planning and institutional research. DPAC becomes key to this endeavor by combining the development of the 2010-2011 Master Plan for Education Update with preparation of the responses to the ACCJC. The following were highlighted:</p> <ul style="list-style-type: none"> • Elements of accreditation planning and research recommendations (and related issues identified in team report); • Underlying issues driving recommendations • Possible Initial Strategies (to be considered by DPAC) | |
| July 28, 2010 | Program Review Annual Report/Recommendations | DPAC reviewed, discussed and assigned recommendations, where appropriate, to DPAC subcommittees, Academic Senate Joint Committees, and/or staff for follow-up and determined which recommendations | |

Recommendation to Superintendent/President
 Superintendent/President's Response

| | | | |
|-----------------|---|--|---|
| July 28, 2010 | Program Review Annual Report/Recommendations | DPAC reviewed, discussed and assigned recommendations, where appropriate, to DPAC subcommittees, Academic Senate Joint Committees, and/or staff for follow-up and determined which recommendations should be considered directly by DPAC as the basis for 2010-2011 institutional objectives. | |
| August 11, 2010 | Program Review Annual Report/Recommendations | DPAC continued to review, discuss and assign recommendations, where appropriate, to DPAC subcommittees, Academic Senate Joint Committees, and/or staff for follow-up and determined which recommendations should be considered directly by DPAC as the basis for 2010-2011 institutional objectives. | #95-A Motion was made by Erica LeBlanc and seconded by Eric Oifer that all issues referred to the DPAC planning subcommittees 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 | Board of Trustees Goals and Priorities, 2010-2011 | DPAC reviewed the draft of the Board's Goals and Priorities in the process of developing the MPE 2010-2011 institutional objectives. | |
| August 25, 2010 | Master Plan for Education Update 2010-2011 | DPAC reviewed and discussed: <ul style="list-style-type: none"> • Draft 2010-2011 Institutional Objectives • Responses to 2009-2010 Institutional Objectives <p>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.</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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|--------------------|---|---|---|
| August 25, 2010 | Institutional Effectiveness Matrix | 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. | |
| September 8, 2010 | Master Plan for Education Update, 2010-2011 | <p>DPAC reviewed, discussed and finalized:</p> <ul style="list-style-type: none"> - Draft 2010-2011 Institutional Objectives - Responses to 2009-2010 Institutional Objectives <p>The final Master Plan for Education will be presented for approval at the DPAC meeting on September 22nd in order to be presented to the Board of Trustees at its October 5th meeting.</p> | |
| September 8, 2010 | DPAC Annual Report, 2009-2010 | The DPAC 2009-2010 Annual Report was reviewed. It will be presented at the next meeting for approval. | |
| September 22, 2010 | Master Plan for Education Update, 2010-2011 | DPAC reviewed and discussed the final Master Plan for Education 2010-2011 Update. | <p>#97-A A draft of the final Master Plan for Education 2010-2011 Update was unanimously approved.</p> |

Recommendation to Superintendent/President
Superintendent/President's Response

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|--------------------|---|---|---|
| September 22, 2010 | DPAC Annual Report, 2009-2010 | DPAC approved the 2009-2010 Annual Report. | #98-A The DPAC Annual Report, 2009-2010 was unanimously approved. |
| October 13, 2010 | 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. | |
| October 27, 2010 | DPAC Planning Subcommittees: Review Charges | Charges to all DPAC Planning Subcommittees have been reviewed and discussed. | |
| October 27, 2010 | Contract Education Pilot Program for International Students | Teresita Rodriguez, Vice-President of Enrollment Development, provided an update of the pilot program developed to meet the needs of international students on F-1 visas for Fall 2010. Originally, eight courses were proposed, seven were offered through AC College Associates as contract education, serving approximately 125 international students. There were no student complaints about the cost of the courses. The pilot program appears to be successful by providing the classes these international students needed to maintain their F-1 student visas. | |
| October 27, 2010 | Institutional Effectiveness Matrix | Teresita Rodriguez distributed the 2010 Institutional Effectiveness Matrix which is built around the five District | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | <p>supporting goals – Innovative and Responsive Academic Environment, Supportive Learning Environment, Supportive Collegial Environment, and Stable Fiscal Environment, and Sustainable Physical Environment. Each section contains a set of performance indicators that provide a gauge for how well the college is doing in terms of meeting the supporting goals.</p> | |
| <p>November 10, 2010</p> | <p>Institutional Effectiveness Report</p> | <p>Vice President of Enrollment Development Teresita Rodriguez and Institutional Research Director Hannah Alford reported on SMC's Institutional Effectiveness Report, developed by the Office of Institutional Research with the college's senior administration and the Research Advisory Board. The report's purpose is to document performance across various indicators related to college programs, services and the diverse constituencies the college serves. The report also serves to support college planning and decision-making processes with focused data and information.</p> | |
| <p>November 10, 2010</p> | <p>AB 1440 – Student Transfer Achievement Reform Act</p> | <p>Discussion: Community colleges are required to develop these degrees to be compliant with SB 1440. SMC faculty have identified a number of issues related to the initial implementation plan currently being vetted by the Statewide Academic Senate and the lack of clarity in some provisions of the legislation, in</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | particular the definitions of “local CSU campus” and “similar” major or area of emphasis. Fortunately, SMC faculty and staff members are actively engaged in this statewide discussion, and an SMC counselor is serving on the implementation task force. | |
| December 8, 2010 | Budget Planning Subcommittee Recommendation | Revenue and cost savings recommendations | <p>#99-A Motion was made by Mitra Moassessi and seconded by Leroy Lauer that DPAC accept the following seven revenue and savings recommendations presented by the Budget Planning Subcommittee: Open Air Market, Affinity Credit Card, Educational Tours, Distance Education, District Benefits Audit, Savings Awareness Workshops, and Improvement of Business Functions. <i>The motion was unanimously approved and will be forwarded to the Superintendent/ President.</i></p> <p>Motion was made by Mitra Moassessi and seconded by Sandra Burnett that DPAC send the recommendation back to the Budget Planning Subcommittee for further discussion. <i>The motion passed by consensus.</i></p> |
| December 8, 2010 | Budget Planning Subcommittee Recommendation | At is meeting on December 1, 2010, the Budget Planning Subcommittee passed the following motion for DPAC to consider: The Budget Committee recommends to DPAC to affirm the College’s current accounting practice of recognizing one-time monies upon receipt. | |
| December 8, 2010 | DPAC Planning Subcommittees: Review Charges | DPAC continued its review of the DPAC Planning Subcommittee Structure/Charges. It was agreed that as the Planning Subcommittees meet and review their respective structure/charges, they will forward their responses to DPAC in their scheduled monthly reports. | |
| December 8, 2010 | Institutional Effectiveness Report | DPAC discussed how to make use of the Institutional Effectiveness (IE) Report. It was agreed that at its next meeting, DPAC will review the IE | |

Recommendation to Superintendent/President
Superintendent/President’s Response

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|-------------------------|--|--|--|
| | | <p>Report as it relates to the college's supporting goals – Innovative and Responsive Academic Environment, Supportive Learning Environment, Supportive Collegial Environment, Stable Fiscal Environment, and Sustainable Physical Environment. DPAC will assign to various College planning bodies (e.g. Academic Senate and DPAC Planning Subcommittees) the tasks of determining and recommending how best to evaluate and assess the supporting goals and recommending how best to employ the IE Report in doing so.</p> | |
| <p>January 12, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | <p>#99-A Motion was made by Mitra Moassessi and seconded by Leroy Lauer that DPAC accept the following seven revenue and savings recommendations presented by the Budget Planning Subcommittee: Open Air Market, Affinity Credit Card, Educational Tours, Distance Education, District Benefits Audit, Savings Awareness Workshops, and Improvement of Business Functions. <i>The motion was unanimously approved and will be forwarded to the Superintendent/ President.</i></p> | <p><u>Superintendent's Response to DPAC Recommendation of December 8, 2010</u> Randy Lawson responded on behalf of Superintendent/President Tsang stating that all the suggestions will be considered and discussed by senior staff. Dr. Tsang suggested that the recommendation for the affinity card be forwarded to the Alumni Association and thanked DPAC for the recommendations.</p> |
| <p>January 12, 2011</p> | <p>Enrollment Planning for 2011-2012</p> | <p>Winter session 2011 was planned at the same level as winter 2010 and, as of census day, classes are 100 percent filled. Spring 2011 is planned at the same level as Spring 2010, and classes are 94 percent filled at this point. A large Summer 2011 session is being</p> | |

Recommendation to Superintendent/President Superintendent/President's Response

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|-------------------------|---|---|--|
| | | <p>planned with a limited reduction of 3-5% compared to Summer 2010. Developing an FTES strategy for the remainder of 2011-2012 will be part of a larger planning discussion when the form of the state apportionment funding reduction (workload reduction vs. deficit funding) has been determined through the legislative process.</p> | |
| <p>January 12, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>It was agreed that the review of the Institutional Effectiveness report as it relates to the college's supporting goals will be accomplished by asking members of the DPAC to rate each measure to determine which ones are key to developing an institutional "report card." It was determined by the Council of Presidents that sections of the IE report will be distributed separately for DPAC's input. The results will be an important element in the development of the Master Plan for Education.</p> | |
| <p>January 26, 2011</p> | <p>Budget Update</p> | <p>Superintendent/President Chui L. Tsang presented a State budget update and its impact on Santa Monica College. He reported that the mood at the CCLC Legislative Conference was somber. The California Community College system is aware that the Governor's proposed \$400 million is a reality, and it is likely the best news we will get.</p> | |

Recommendation to Superintendent/President
 Superintendent/President's Response

The proposed fee increase to students of \$10 per unit is being accepted by legislators and the community college system on the condition that the money comes back to the colleges to partially backfill the funding reductions. The proposed "census reform" will most likely not be successful, although there may be some type of FTES funding formula adjustment with conditions tied to it.

Dr. Tsang distributed a handout prepared by the League that shows three scenarios for Santa Monica College: (1) assuming the June tax package is approved resulting in a net reduction to SMC of \$5,347,000; (2) assuming the June tax package fails and Prop. 98 is funded at a minimum resulting in a net reduction to SMC of \$9,403,000; and (3) assuming the June tax package fails and Prop. 98 is suspended resulting in a net reduction to SMC of \$14,566,000.

This current year, the District has an adopted budget with a deficit of about \$5 million. The reserve will be around \$13 million for the beginning of the next fiscal year. A reduction of \$5.3 million will result a cumulative deficit of around \$10 million. The District has exhausted all options for reducing expenditures significantly. 88 percent of the

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | <p>budget is involved in personnel costs, so all personnel areas will be looked at during the next few weeks. Staff will be developing some strategies to present for discussion at the Board's Study Session on February 15th. Dealing with these new budget realities will be a tough exercise, and DPAC will be asked to help communicate to the college community the hard economic situation the District is facing and encourage constituencies to think creatively to help address the issue.</p> <p>Dr. Tsang concluded his comments by stating that current financial problems were not caused by the college or mismanagement of funds. They can be attributed strictly to the reduction of funding from the state. The District will try to deal with the dramatic reduction in funding while maintaining the quality of the college.</p> <p>In response to a comment that the Board may need to adjust its budget principles, he responded that the Board may need to include that option in their deliberations.</p> | |
| <p>January 26, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>It was determined that the exercise for DPAC to rate the student input factors in the Institutional Effectiveness Report (1-A through 1-J) did not produce a useful result. However, the process did allow for a discussion of</p> | |

Recommendation to Superintendent/President
 Superintendent/President's Response

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| | | <p>what would be helpful. It was agreed that DPAC will be asked to rate the performance indicators, first for the Innovative and Responsive Academic Environment goal, and suggest additional measures that will be useful in developing an institutional report card. The Institutional Research Office will present to DPAC recommendations from other committees and various programs. DPAC will make recommendations to the Institutional Research Office to guide the development of an institutional report card format to be brought back to DPAC for consideration. Eventually, DPAC will recommend an institutional report card proposal to the Superintendent/President.</p> | |
| <p>January 26, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | | <p>#100-C Motion was made by Eric Oifer and seconded by Tiffany Inabu that DPAC validate the following recommendation and forward it to the Superintendent/President: The Budget Committee recommends to DPAC to affirm the College's current budgeting practice of recognizing one-time monies at the time the amount can be reasonably projected. <i>There was no objection and the recommendation was approved by general consent.</i></p> |
| <p>January 26, 2011</p> | <p>Budget Planning Subcommittee Recommendations</p> | | <p>#101-C Motion was made by Eric Oifer and seconded by Tiffany Inabu that DPAC acknowledge the following recommendation and forward it to the Superintendent/President:</p> |

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | | <p>Budget Committee accepts and affirms the 2nd Quarter Unrestricted General Fund Report." There was no objection and the recommendation was approved by general consent.</p> |
| February 9, 2011 | Institutional Effectiveness Report | <p>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 <i>Supportive and Learning Environment</i> (2.1 - 2.20). It was suggested that DPAC review the definitions of the supporting goals and connect them to the performance indicators.</p> | |
| February 23, 2011 | Equal Employment Opportunity (EEO) Plan | <p>The Human Resources Planning Subcommittee submitted the EEO Plan for DPAC for review and input. The plan will be presented to DPAC for acceptance at the next meeting.</p> | |
| February 23, 2011 | Budget | <p>Budget Planning/Strategies <i>The Strategic Budget Plan Elements – Objectives and Principles</i> was revised to reflect the suggestions made by the Board of Trustees at its Study Session and was presented to the Budget Planning Subcommittee for discussion at its meeting on February 16, 2011. The Budget Planning Subcommittee</p> | <p>#102-A Objectives I. Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for 2013-14. DPAC Action: Motion made by: Mitra Moassessi Seconded by: Bernie Rosenloecher</p> |

Recommendation to Superintendent/President
Superintendent/President's Response

submitted two specific recommendations to DPAC, as follows:

Ayes: 5 (Faculty Association, CSEA, Management Association, Academic Senate)
Noes: 1 (Administration)
Absent: 2 (Associated Students)

Motion Approved

3. Protect the College's ongoing operation by maintaining a fund balance with a minimum goal of 3.5% going forward from 2011-12.

DPAC Action:

Motion made by: Mitra Moassessi
Seconded by: Bernie Rosenloecher
Ayes: 3 (Faculty Association, CSEA)
Noes: 3 (Administration, Management Association, Academic Senate)
Absent: 2 (Associated Students)

Tie Vote – No Recommendation

Principles

The Budget Planning Subcommittee also had issues with Principles A, F, I, J, L, and N as currently written and recommended that these principles be reconsidered and/or revised as appropriate. DPAC reviewed and discussed the issues and made the following motion on Principle I.

Principle I

To avoid layoffs of permanent employees, seek salary freezes, furloughs, salary reductions, and other adjustments.

#103-A

Motion made to revise Principle I, as follows:

Maintain employment for SMC personnel.

Motion made by: Bernie Rosenloecher

**Recommendation to Superintendent/President
Superintendent/President's Response**

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| | | | <p>Seconded by: Leroy Lauer Ayes: 4 (Academic Senate, Faculty Association, CSEA) Noes: 2 (Administration, Management Association) Absent: 2 (Associated Students)</p> <p><u>Motion Approved</u></p> |
| February 23, 2011 | Budget | Town Hall Budget Meeting | <p>Town Hall Meeting – March 9, 2011: It was requested by the Superintendent/ President that DPAC plan a Town Hall Budget meeting on March 9, 2011.</p> <p>Motion made by: Eric Oifer Seconded by: Al Vasquez Ayes: 3 (Administration, Management Association, Academic Senate) Noes: 3 (Faculty Association, CSEA) Absent: 2 (Associated Students)</p> <p><u>Tie Vote – No Recommendation</u> Those voting against DPAC planning the Town Hall Budget meeting (Faculty Association and CSEA) felt that the budget information presented would be the District's, not DPAC's.</p> |
| March 9, 2011 | Budget | Superintendent/President's Response to DPAC Recommendations, February 23, 2011 | <p><u>Superintendent/President's Response to DPAC Recommendations, February 23, 2011:</u> DPAC forwarded the following recommendations related to the Board of Trustees Budget Objectives and Principles to the Superintendent/President for consideration:</p> <p><u>Objective</u> I. Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for <u>2013-14.</u></p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| March 9, 2011 | Budget | Superintendent/President's Response to DPAC Recommendations, February 23, 2011 | <p>Superintendent/President's Response to DPAC Recommendations, February 23, 2011:</p> <p>DPAC forwarded the following recommendations related to the Board of Trustees Budget Objectives and Principles to the Superintendent/President for consideration:</p> <p><u>Objective</u></p> <p>I. Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for 2013-14.</p> <p><i>The Superintendent/President approved this revision, forwarded it to the Board of Trustees who approved it at the meeting on March 1, 2011.</i></p> <p><u>Principle I</u></p> <p>To avoid layoffs of permanent employees, seek salary freezes, furloughs, salary reductions, and other adjustments.</p> <p>Motion made to revise Principle I, as follows: Maintain employment for SMC personnel.</p> <p><i>The Superintendent/President did not approve this revision. He forwarded the original principle to the Board of Trustees who subsequently revised it and approved a different version.</i></p> |
| March 9, 2011 | Equal Employment Opportunity (EEO) Plan | The Human Resources Planning Subcommittee submitted the EEO Plan for DPAC for review and input at the meeting on February 23, 2011. The plan was presented to DPAC for acceptance at the next meeting. | <p>#104-A</p> <p>Acceptance of the Equal Employment Opportunity (EEO) Plan as presented by the Human Resources Planning Subcommittee.</p> <p>Motion made by: Bernie Rosenloecher Seconded by: Eric Oifer Unanimously approved</p> |
| March 30, 2011 | Budget Glossary | Call for College-Wide Budget | <p>After some discussion it was decided that (1) an ad hoc</p> |

Recommendation to Superintendent/President
Superintendent/President's Response

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| <p>March 30, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | <p>Recommendations from Budget Planning Subcommittee: A list of 2011-2012 Savings Ideas and 2011-2012 Revenue Ideas was submitted to DPAC by the Budget Planning Subcommittee. The list was not prioritized and includes suggestions for short-term and long-term implementation.</p> | <p>#105-A The vote on 2011-2012 Savings Ideas #1-#3, #5-#16, #18-#19 and the 2011-2012 Revenue Ideas was unanimous (Ayes – 8, Noes – 0). The list of 2011-2012 Savings Ideas and 2011-12 Revenue Ideas as revised and approved is attached.</p> |
| <p>April 27, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | | <p>Following is the response provided on behalf of Superintendent/President Tsang regarding the 2011-2012 Cost Saving and Revenue Ideas submitted to him by DPAC:</p> <p>He appreciates the efforts by the Budget Planning Subcommittee (BPSC) and DPAC in developing the 2011-12 Cost Saving and Revenue Ideas. However, he is returning the ideas to DPAC and the BPSC because he does not feel that they rise to the level of the severe state funding issues the District is facing. He requests that future recommendations incorporate some of the larger issues.</p> |
| <p>April 27, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | <p>The following recommendations were approved by the Budget Planning Subcommittee on April 20, 2011 and forwarded to DPAC for consideration:</p> <ol style="list-style-type: none"> a. In order to increase the cost-effectiveness of this campus and in light of the inability of the College to utilize half of the building space, the Budget Committee recommends to DPAC that the College work with the City of Santa Monica to renegotiate the cost of the Airport campus lease. | <p>No action was taken by DPAC on the recommendations</p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| <p>April 27, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | <p>The following recommendations were approved by the Budget Planning Subcommittee on April 20, 2011 and forwarded to DPAC for consideration:</p> <ul style="list-style-type: none"> a. In order to increase the cost-effectiveness of this campus and in light of the inability of the College to utilize half of the building space, the Budget Committee recommends to DPAC that the College work with the City of Santa Monica to renegotiate the cost of the Airport campus lease. b. The Budget Committee accepts and affirms the 3rd Quarterly Financial Report. | <p>No action was taken by DPAC on the recommendations</p> |
| <p>April 27, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>Follow-Up on Institutional Effectiveness Report:</p> <ul style="list-style-type: none"> ▪ Supportive Collegial Environment (Performance Indicator 3.1), ▪ Stable Fiscal Environment (Performance Indicators 4.1-4.5) ▪ Sustainable Physical Environment (Performance Indicators 5.1-5.3) | <p>It was determined that the Institutional Effectiveness Committee will review and discuss the performance indicators in these three areas and come back to DPAC with some recommendations.</p> |
| <p>April 27, 2011</p> | <p>Budget Glossary</p> | <p>A draft of a Budget Glossary was distributed for review. It will be presented to the Budget Planning Subcommittee for consideration.</p> | |
| <p>April 27, 2011</p> | <p>Master Plan for Education Update 2011-2012</p> | <p>DPAC reviewed the Program Review Committee Annual Report and started the process of identifying the overarching recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| <p>May 25, 2011</p> | <p>Budget Planning Subcommittee Recommendation</p> | <p>The Budget Planning Subcommittee received and affirmed the 2011-2012 Tentative Budget. (Ayes – 7, Noes – 5)</p> | <p>Motion was made by Mitra Moassessi and seconded by Bernie Rosenloecher that the District develop the 2011-2012 Tentative Budget considering Scenario A and present it to the Budget Planning Subcommittee.</p> <p>Ayes: 3 (Faculty Association, CSEA) Noes: (Academic Senate, Administration, Associated Students, Management Association) Motion Fails</p> <p>#106-A Motion was made by Tiffany Inabu and seconded by Jeff Shimizu that DPAC receive and affirm the 2011-2012 Tentative Budget as recommended by the Budget Planning Subcommittee.</p> <p>Ayes: 5 (Academic Senate, Administration, Associated Students, Management Association) Noes: 3 (Faculty Association, CSEA) Motion Passes</p> |
| <p>May 25, 2011</p> | <p>Budget Glossary</p> | <p>The Budget Planning Subcommittee has reviewed and is forwarding the revised Budget Glossary to DPAC for consideration. DPAC was encouraged to submit suggestions. The Budget Glossary will be submitted for review and approval at the next meeting.</p> | |
| <p>May 25, 2011</p> | <p>Election of Vice-Chair For 2011-2012</p> | | <p>#107-A Janet Harclerode was unanimously elected DPAC Vice-Chair for 2011-2012.</p> |
| <p>June 8, 2011</p> | <p>Master Plan for Education Update 2011-2012</p> | <p>DPAC continued its review of the Program Review Committee Annual Report and the recommendations of</p> | |

Recommendation to Superintendent/President
 Superintendent/President's Response

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| June 8, 2011 | Master Plan for Education Update 2011-2012 | DPAC continued its review of the Program Review Committee Annual Report and the recommendations of the ACCJC visiting team and identified the recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration. | |
| June 8, 2011 | Budget Glossary | | #108-C DPAC approved by general consent the Budget Glossary as a living document to be posted on the SMC website, distributed to the college community and reviewed annually by DPAC. |
| June 22, 2011 | Facilities Planning Subcommittee Facilities Planning at Santa Monica College | | #109-A DPAC reviewed and accepted the Facilities Planning at Santa Monica College Report prepared by the Facilities Planning Subcommittee. |
| June 22, 2011 | Climate Action Plan Recommendations | | #110-A DPAC supports the implementation of the ACUPCC Task Force Climate Action Plan Recommendations when feasible and reasonable and forwards the recommendations as written to the Superintendent/ President. |
| June 22, 2011 | Master Plan for Education Update 2011-2012 | DPAC reviewed the SMC Accreditation Self-Study Recommendations and identified the recommendations to be included as | |

Recommendation to Superintendent/President
Superintendent/President's Response



Sorted by Topic

| Date | Topic | Presented to/Considered by DPAC | Consensus/Action/Discussion A – Approval C – Consensus/Agreement |
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| November 10, 2010 | AB 1440 – Student Transfer Achievement Reform Act | Discussion: Community colleges are required to develop these degrees to be compliant with SB 1440. SMC faculty have identified a number of issues related to the initial implementation plan currently being vetted by the Statewide Academic Senate and the lack of clarity in some provisions of the legislation, in particular the definitions of “local CSU campus” and “similar” major or area of emphasis. Fortunately, SMC faculty and staff members are actively engaged in this statewide discussion, and an SMC counselor is serving on the implementation task force. | |
| August 11, 2010 | Board of Trustees Goals and Priorities, 2010-2011 | DPAC reviewed the draft of the Board’s Goals and Priorities in the process of developing the MPE 2010-2011 institutional objectives. | |
| February 23, 2011 | Budget | Budget Planning/Strategies The Strategic Budget Plan Elements – Objectives and Principles was revised to reflect the suggestions made by the Board of Trustees at its Study Session | #102-A Objectives I. Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for 2013-14. |

Recommendation to Superintendent/President
 Superintendent/President’s Response

and was presented to the Budget Planning Subcommittee for discussion at its meeting on February 16, 2011. The Budget Planning Subcommittee submitted two specific recommendations to DPAC, as follows:

DPAC Action:

Motion made by: Mitra Moassessi
 Seconded by: Bernie Rosenloecher
 Ayes: 5 (Faculty Association, CSEA, Management Association, Academic Senate)
 Noes: 1 (Administration)
 Absent: 2 (Associated Students)

Motion Approved

3. Protect the College's ongoing operation by maintaining a fund balance with a minimum goal of 3.5% going forward from 2011-12.

DPAC Action:

Motion made by: Mitra Moassessi
 Seconded by: Bernie Rosenloecher
 Ayes: 3 (Faculty Association, CSEA)
 Noes: 3 (Administration, Management Association, Academic Senate)
 Absent: 2 (Associated Students)

Tie Vote – No Recommendation

Principles

The Budget Planning Subcommittee also had issues with Principles A, F, I, J, L, and N as currently written and recommended that these principles be reconsidered and/or revised as appropriate. DPAC reviewed and discussed the issues and made the following motion on Principle I.

Principle I

To avoid layoffs of permanent employees, seek salary freezes, furloughs, salary reductions, and other adjustments.

#103-A

Motion made to revise Principle I, as follows:

Recommendation to Superintendent/President
 Superintendent/President's Response

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| | | | <p><u>Maintain employment for SMC personnel.</u></p> <p>Motion made by: Bernie Rosenloecher Seconded by: Leroy Lauer Ayes: 4 (Academic Senate, Faculty Association, CSEA) Noes: 2 (Administration, Management Association) Absent: 2 (Associated Students)</p> <p><u>Motion Approved</u></p> |
| February 23, 2011 | Budget | Town Hall Budget Meeting | <p>Town Hall Meeting – March 9, 2011: It was requested by the Superintendent/ President that DPAC plan a Town Hall Budget meeting on March 9, 2011.</p> <p>Motion made by: Eric Oifer Seconded by: Al Vasquez Ayes: 3 (Administration, Management Association, Academic Senate) Noes: 3 (Faculty Association, CSEA) Absent: 2 (Associated Students)</p> <p><u>Tie Vote – No Recommendation</u> Those voting against DPAC planning the Town Hall Budget meeting (Faculty Association and CSEA) felt that the budget information presented would be the District's, not DPAC's.</p> |
| March 9, 2011 | Budget | Superintendent/President's Response to DPAC Recommendations, February 23, 2011 | <p><u>Superintendent/President's Response to DPAC Recommendations, February 23, 2011:</u> DPAC forwarded the following recommendations related to the Board of Trustees Budget Objectives and Principles to the Superintendent/President for consideration:</p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| | | | <p><u>Objective</u></p> <p>2. Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for <u>2013-14</u>.</p> <p><u>The Superintendent/President approved this revision, forwarded it to the Board of Trustees who approved it at the meeting on March 1, 2011.</u></p> <p><u>Principle I</u></p> <p>To avoid layoffs of permanent employees, seek salary freezes, furloughs, salary reductions, and other adjustments.</p> <p>Motion made to revise Principle I, as follows: Maintain employment for SMC personnel.</p> <p><u>The Superintendent/President did not approve this revision. He forwarded the original principle to the Board of Trustees who subsequently revised it and approved a different version.</u></p> |
| <p>March 30 2011</p> | <p>Budget Glossary</p> | <p>Call for College-Wide Budget Glossary: The Academic Senate recommends that DPAC task the DPAC Budget Subcommittee to develop a budget glossary of key terms and concepts used in budget and funding discussions. This glossary should be disseminated to ensure that all members of the College community are properly informed as these discussions take place.</p> | <p>After some discussion, it was decided that (1) an ad hoc committee be created to draft a basic budget glossary specific to SMC, (2) the glossary be reviewed by the Budget Planning Subcommittee, and (3) the glossary be reviewed and approved by DPAC for dissemination to the college community.</p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| April 27, 2011 | Budget Glossary | A draft of a Budget Glossary was distributed for review. It will be presented to the Budget Planning Subcommittee for consideration. | |
| May 25, 2011 | Budget Glossary | The Budget Planning Subcommittee has reviewed and is forwarding the revised Budget Glossary to DPAC for consideration. DPAC was encouraged to submit suggestions. The Budget Glossary will be submitted for review and approval at the next meeting. | |
| June 8, 2011 | Budget Glossary | | #108-C DPAC approved by general consent the Budget Glossary as a living document to be posted on the SMC website, distributed to the college community and reviewed annually by DPAC |
| May 25, 2011 | Budget Planning Subcommittee Recommendation | The Budget Planning Subcommittee received and affirmed the 2011-2012 Tentative Budget. (Ayes – 7, Noes – 5) | Motion was made by Mitra Moassessi and seconded by Bernie Rosenloecher that the District develop the 2011-2012 Tentative Budget considering Scenario A and present it to the Budget Planning Subcommittee. Ayes: 3 (Faculty Association, CSEA) Noes: (Academic Senate, Administration, Associated Students, Management Association) Motion Fails #106-A Motion was made by Tiffany Inabu and seconded by Jeff Shimizu that DPAC receive and affirm the 2011-2012 Tentative Budget as recommended by the Budget Planning Subcommittee. Ayes: 5 (Academic Senate, Administration, Associated Students, Management Association) Noes: 3 (Faculty Association, CSEA) Motion Passes |

Recommendation to Superintendent/President
Superintendent/President's Response

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| December 8, 2010 | Budget Planning Subcommittee Recommendation | Revenue and cost savings recommendations | <p>#99-A Motion was made by Mitra Moassessi and seconded by Leroy Lauer that DPAC accept the following seven revenue and savings recommendations presented by the Budget Planning Subcommittee: Open Air Market, Affinity Credit Card, Educational Tours, Distance Education, District Benefits Audit, Savings Awareness Workshops, and Improvement of Business Functions. <i>The motion was unanimously approved and will be forwarded to the Superintendent/ President.</i></p> |
| December 8, 2010 | Budget Planning Subcommittee Recommendation | At its meeting on December 1, 2010, the Budget Planning Subcommittee passed the following motion for DPAC to consider: The Budget Committee recommends to DPAC to affirm the College's current accounting practice of recognizing one-time monies upon receipt. | <p>Motion was made by Mitra Moassessi and seconded by Sandra Burnett that DPAC send the recommendation back to the Budget Planning Subcommittee for further discussion. <i>The motion passed by consensus.</i></p> |
| January 12, 2011 | Budget Planning Subcommittee Recommendation | <p>#99-A Motion was made by Mitra Moassessi and seconded by Leroy Lauer that DPAC accept the following seven revenue and savings recommendations presented by the Budget Planning Subcommittee: Open Air Market, Affinity Credit Card, Educational Tours, Distance Education, District Benefits Audit, Savings Awareness Workshops, and Improvement of Business Functions. <i>The motion was unanimously approved and will be forwarded to the Superintendent/ President.</i></p> | <p>Superintendent's Response to DPAC Recommendation of December 8, 2010 Randy Lawson responded on behalf of Superintendent/President Tsang stating that all the suggestions will be considered and discussed by senior staff. Dr. Tsang suggested that the recommendation for the affinity card be forwarded to the Alumni Association and thanked DPAC for the recommendations.</p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| January 26, 2011 | Budget Planning Subcommittee Recommendation | <p>#100-C Motion was made by Eric Oifer and seconded by Tiffany Inabu that DPAC validate the following recommendation and forward it to the Superintendent/President:</p> <p>The Budget Committee recommends to DPAC to affirm the College's current budgeting practice of recognizing one-time monies at the time the amount can be reasonably projected. <i>There was no objection and the recommendation was approved by general consent.</i></p> |
| March 30, 2011 | Budget Planning Subcommittee Recommendation | <p>#105-A The vote on 2011-2012 Savings Ideas #1-#3, #5-#16, #18-#19 and the 2011-2012 Revenue Ideas was unanimous (Ayes – 8, Noes – 0). The list of 2011-2012 Savings Ideas and 2011-12 Revenue Ideas as revised and approved is attached.</p> |
| April 27, 2011 | Budget Planning Subcommittee Recommendation | <p>Following is the response provided on behalf of Superintendent/President Tsang regarding the 2011-2012 Cost Saving and Revenue Ideas submitted to him by DPAC:</p> <p>He appreciates the efforts by the Budget Planning Subcommittee (BPSC) and DPAC in developing the 2011-12 Cost Saving and Revenue Ideas. However, he is returning the ideas to DPAC and the BPSC because he does not feel that they rise to the level of the severe state funding issues the District is facing. He requests that future recommendations incorporate some of the larger issues.</p> <p>No action was taken by DPAC on the recommendations</p> |
| April 27, 2011 | Budget Planning Subcommittee Recommendation | <p>Recommendations from Budget Planning Subcommittee: A list of 2011-2012 Savings Ideas and 2011-2012 Revenue Ideas was submitted to DPAC by the Budget Planning Subcommittee. The list was not prioritized and includes suggestions for short-term and long-term implementation.</p> <p>The following recommendations were approved by the Budget Planning Subcommittee on April 20, 2011 and forwarded to DPAC for</p> |

Recommendation to Superintendent/President Superintendent/President's Response

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| | | <p>consideration:</p> <p>c. In order to increase the cost-effectiveness of this campus and in light of the inability of the College to utilize half of the building space, the Budget Committee recommends to DPAC that the College work with the City of Santa Monica to renegotiate the cost of the Airport campus lease.</p> <p>d. The Budget Committee accepts and affirms the 3rd Quarterly Financial Report.</p> <p>β</p> | |
| <p>January 26, 2011</p> | <p>Budget Planning Subcommittee Recommendations</p> | | <p>#101-C Motion was made by Eric Oifer and seconded by Tiffany Inabu that DPAC acknowledge the following recommendation and forward it to the Superintendent/President: Budget Committee accepts and affirms the 2nd Quarter Unrestricted General Fund Report." There was no objection and the recommendation was approved by general consent.</p> |
| <p>January 26, 2011</p> | <p>Budget Update</p> | <p>Superintendent/President Chui L. Tsang presented a State budget update and its impact on Santa Monica College. He reported that the mood at the CCLC Legislative Conference was somber. The California Community College system is aware that the Governor's proposed \$400 million is a reality, and it is likely the best news we will get.</p> | |

Recommendation to Superintendent/President Superintendent/President's Response

The proposed fee increase to students of \$10 per unit is being accepted by legislators and the community college system on the condition that the money comes back to the colleges to partially backfill the funding reductions. The proposed “census reform” will most likely not be successful, although there may be some type of FTES funding formula adjustment with conditions tied to it.

Dr. Tsang distributed a handout prepared by the League that shows three scenarios for Santa Monica College: (1) assuming the June tax package is approved resulting in a net reduction to SMC of \$5,347,000; (2) assuming the June tax package fails and Prop. 98 is funded at a minimum resulting in a net reduction to SMC of \$9,403,000; and (3) assuming the June tax package fails and Prop. 98 is suspended resulting in a net reduction to SMC of \$14,566,000.

This current year, the District has an adopted budget with a deficit of about \$5 million. The reserve will be around \$13 million for the beginning of the next fiscal year. A reduction of \$5.3 million will result a cumulative deficit of around \$10 million. The District has exhausted all options for reducing expenditures

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | <p>significantly. 88 percent of the budget is involved in personnel costs, so all personnel areas will be looked at during the next few weeks. Staff will be developing some strategies to present for discussion at the Board's Study Session on February 15th. Dealing with these new budget realities will be a tough exercise, and DPAC will be asked to help communicate to the college community the hard economic situation the District is facing and encourage constituencies to think creatively to help address the issue.</p> <p>Dr. Tsang concluded his comments by stating that current financial problems were not caused by the college or mismanagement of funds. They can be attributed strictly to the reduction of funding from the state. The District will try to deal with the dramatic reduction in funding while maintaining the quality of the college.</p> <p>In response to a comment that the Board may need to adjust its budget principles, he responded that the Board may need to include that option in their deliberations.</p> | |
| <p>August 25, 2010</p> | <p>Budget: 2010-2011 Adopted Budget</p> | <p>DPAC received and discussed the following motion from the Budget Planning Subcommittee: The Budget Committee receives and affirms the 2010-2011 Adopted Budget.</p> | <p>#96-C Consensus that DPAC received and discussed the motion passed by the Budget Planning Subcommittee</p> |

Recommendation to Superintendent/President
Superintendent/President's Response

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| August 25, 2010 | Budget: 2010-2011 Adopted Budget | DPAC received and discussed the following motion from the Budget Planning Subcommittee: The Budget Committee receives and affirms the 2010-2011 Adopted Budget. | #96-C Consensus that DPAC received and discussed the motion passed by the Budget Planning Subcommittee |
| June 22, 2011 | Climate Action Plan Recommendations | | #110-A DPAC supports the implementation of the ACUPCC Task Force Climate Action Plan Recommendations when feasible and reasonable and forwards the recommendations as written to the Superintendent/ President. |
| October 27, 2010 | Contract Education Pilot Program for International Students | Teresita Rodriguez, Vice-President of Enrollment Development, provided an update of the pilot program developed to meet the needs of international students on F-1 visas for Fall 2010. Originally, eight courses were proposed, seven were offered through AC College Associates as contract education, serving approximately 125 international students. There were no student complaints about the cost of the courses. The pilot program appears to be successful by providing the classes these international students needed to maintain their F-1 student visas. | |
| September 8, 2010 | DPAC Annual Report, 2009-2010 | The DPAC 2009-2010 Annual Report was reviewed. It will be presented at the next meeting for approval. | |
| September 22, | DPAC Annual Report, | DPAC approved the 2009-2010 | #98-A |

Recommendation to Superintendent/President
Superintendent/President's Response

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| <p>October 13, 2010</p> | <p>DPAC Planning Subcommittees: Review Charges</p> | <p>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.</p> | |
| <p>October 27, 2010</p> | <p>DPAC Planning Subcommittees: Review Charges</p> | <p>Charges to all DPAC Planning Subcommittees have been reviewed and discussed.</p> | |
| <p>December 8, 2010</p> | <p>DPAC Planning Subcommittees: Review Charges</p> | <p>DPAC continued its review of the DPAC Planning Subcommittee Structure/Charges. It was agreed that as the Planning Subcommittees meet and review their respective structure/charges, they will forward their responses to DPAC in their scheduled monthly reports.</p> | |
| <p>May 25, 2011</p> | <p>Election of Vice-Chair For 2011-2012</p> | | <p>#107-A Janet Harclerode was unanimously elected DPAC Vice-Chair for 2011-2012.</p> |
| <p>January 12, 2011</p> | <p>Enrollment Planning for 2011-2012</p> | <p>Winter session 2011 was planned at the same level as winter 2010 and, as of census day, classes are 100 percent filled. Spring 2011 is planned at the same level as Spring 2010, and classes are 94 percent filled at this point. A large Summer 2011 session is being planned with a limited reduction of 3-</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| | | 5% compared to Summer 2010. Developing an FTES strategy for the remainder of 2011-2012 will be part of a larger planning discussion when the form of the state apportionment funding reduction (workload reduction vs. deficit funding) has been determined through the legislative process. | |
| February 23, 2011 | Equal Employment Opportunity (EEO) Plan | The Human Resources Planning Subcommittee submitted the EEO Plan for DPAC for review and input. The plan will be presented to DPAC for acceptance at the next meeting. | |
| March 9, 2011 | Equal Employment Opportunity (EEO) Plan | The Human Resources Planning Subcommittee submitted the EEO Plan for DPAC for review and input at the meeting on February 23, 2011. The plan was presented to DPAC for acceptance at the next meeting. | #104-A Acceptance of the Equal Employment Opportunity (EEO) Plan as presented by the Human Resources Planning Subcommittee. Motion made by: Bernie Rosenloecher Seconded by: Eric Oifer Unanimously approved |
| June 22, 2011 | Facilities Planning Subcommittee Facilities Planning at Santa Monica College | | #109-A DPAC reviewed and accepted the Facilities Planning at Santa Monica College Report prepared by the Facilities Planning Subcommittee. |
| August 25, 2010 | Institutional Effectiveness Matrix | 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 | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| August 25, 2010 | Institutional Effectiveness Matrix | 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. | |
| October 27, 2010 | Institutional Effectiveness Matrix | Teresita Rodriguez distributed the 2010 Institutional Effectiveness Matrix which is built around the five District supporting goals – Innovative and Responsive Academic Environment, Supportive Learning Environment, Supportive Collegial Environment, Stable Fiscal Environment, and Sustainable Physical Environment. Each section contains a set of performance indicators that provide a gauge for how well the college is doing in terms of meeting the supporting goals. | |
| November 10, 2010 | Institutional Effectiveness Report | Vice President of Enrollment Development Teresita Rodriguez and Institutional Research Director Hannah Alford reported on SMC's Institutional Effectiveness Report, developed by the Office of Institutional Research and will be | |

Recommendation to Superintendent/President
 Superintendent/President's Response

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| <p>December 8, 2010</p> | <p>Institutional Effectiveness Report</p> | <p>DPAC discussed how to make use of the Institutional Effectiveness (IE) Report. It was agreed that at its next meeting, DPAC will review the IE Report as it relates to the college's supporting goals – Innovative and Responsive Academic Environment, Supportive Learning Environment, Supportive Collegial Environment, Stable Fiscal Environment, and Sustainable Physical Environment. DPAC will assign to various College planning bodies (e.g. Academic Senate and DPAC Planning Subcommittees) the tasks of determining and recommending how best to evaluate and assess the supporting goals and recommending how best to employ the IE Report in doing so.</p> | |
| <p>January 12, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>It was agreed that the review of the Institutional Effectiveness report as it relates to the college's supporting goals will be accomplished by asking members of the DPAC to rate each measure to determine which ones are key to developing an institutional "report card." It was determined by the Council of Presidents that sections of the IE report will be distributed separately for DPAC's input. The results will be an important element in the development of the Master Plan for Education.</p> | |

Recommendation to Superintendent/President
 Superintendent/President's Response

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| <p>January 26, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>It was determined that the exercise for DPAC to rate the student input factors in the Institutional Effectiveness Report (1-A through 1-J) did not produce a useful result. However, the process did allow for a discussion of what would be helpful. It was agreed that DPAC will be asked to rate the performance indicators, first for the Innovative and Responsive Academic Environment goal, and suggest additional measures that will be useful in developing an institutional report card. The Institutional Research Office will present to DPAC recommendations from other committees and various programs. DPAC will make recommendations to the Institutional Research Office to guide the development of an institutional report card format to be brought back to DPAC for consideration. Eventually, DPAC will recommend an institutional report card proposal to the Superintendent/President.</p> | |
| <p>February 9, 2011</p> | <p>Institutional Effectiveness Report</p> | <p>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</p> | |

Recommendation to Superintendent/President
 Superintendent/President's Response

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| February 9, 2011 | Institutional Effectiveness Report | <p>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 <i>Supportive and Learning Environment (2.1 - 2.20)</i>. It was suggested that DPAC review the definitions of the supporting goals and connect them to the performance indicators.</p> | |
| April 27, 2011 | Institutional Effectiveness Report | <p>Follow-Up on Institutional Effectiveness Report:</p> <ul style="list-style-type: none"> ▪ Supportive Collegial Environment (Performance Indicator 3.1), ▪ Stable Fiscal Environment (Performance Indicators 4.1-4.5) ▪ Sustainable Physical Environment (Performance Indicators 5.1-5.3) | <p>It was determined that the Institutional Effectiveness Committee will review and discuss the performance indicators in these three areas and come back to DPAC with some recommendations.</p> |
| August 25, 2010 | Master Plan for Education Update 2010-2011 | <p>DPAC reviewed and discussed:</p> <ul style="list-style-type: none"> • Draft 2010-2011 Institutional Objectives • Responses to 2009-2010 Institutional Objectives <p>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</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| May 11, 2011 | Master Plan for Education Update 2011-2012 | DPAC continued its review of the Program Review Committee Annual Report and identified the overarching recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration. | |
| May 25, 2011 | Master Plan for Education Update 2011-2012 | DPAC continued its review of the Program Review Committee Annual Report and identified the overarching recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration. | |
| June 8, 2011 | Master Plan for Education Update 2011-2012 | DPAC continued its review of the Program Review Committee Annual Report and the recommendations of the ACCJC visiting team and identified the recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration. | |
| June 22, 2011 | Master Plan for Education Update 2011-2012 | DPAC reviewed the SMC Accreditation Self-Study Recommendations and identified the recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration. | |
| September 8, 2010 | Master Plan for Education Update, 2010-2011 | DPAC reviewed, discussed and finalized: <ul style="list-style-type: none"> - Draft 2010-2011 Institutional Objectives - Responses to 2009-2010 Institutional Objectives | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| September 8, 2010 | Master Plan for Education Update, 2010-2011 | <p>DPAC reviewed, discussed and finalized:</p> <ul style="list-style-type: none"> - Draft 2010-2011 Institutional Objectives - Responses to 2009-2010 Institutional Objectives <p>The final Master Plan for Education will be presented for approval at the DPAC meeting on September 22nd in order to be presented to the Board of Trustees at its October 5th meeting.</p> | <p>#97-A A draft of the final Master Plan for Education 2010-2011 Update was unanimously approved.</p> |
| September 22, 2010 | Master Plan for Education Update, 2010-2011 | <p>DPAC reviewed and discussed the final Master Plan for Education 2010-2011 Update.</p> | |
| July 28, 2010 | Master Plan for Education Update/ Accreditation Follow-up Report | <p>Executive Vice-President Randy Lawson reported that the District received reaffirmation of its accreditation. However, the ACCJC requested a follow-up report by October 15, 2010 on institutional planning and institutional research. DPAC becomes key to this endeavor by combining the development of the 2010-2011 Master Plan for Education Update with preparation of the responses to the ACCJC. The following were highlighted:</p> <ul style="list-style-type: none"> • Elements of accreditation planning and research recommendations (and related issues identified in team report): • Underlying issues driving recommendations • Possible Initial Strategies (to be considered by DPAC) | |
| July 28, 2010 | Program Review Annual Report/Recommendations | <p>DPAC reviewed, discussed and assigned recommendations, where</p> | |

Recommendation to Superintendent/President
Superintendent/President's Response

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| August 11, 2010 | Program Review Annual Report/Recommendations | <p>DPAC continued to review, discuss and assign recommendations, where appropriate, to DPAC subcommittees, Academic Senate Joint Committees, and/or staff for follow-up and determined which recommendations should be considered directly by DPAC as the basis for 2010-2011 institutional objectives.</p> | <p>#95-A Motion was made by Erica LeBlanc and seconded by Eric Oifer that all issues referred to the DPAC planning subcommittees 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></p> |
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Recommendation to Superintendent/President
Superintendent/President's Response

Santa Monica Community College District
DISTRICT PLANNING AND ADVISORY COUNCIL (DPAC)
SUMMARY OF ACTIONS
2010-2011

During 2010-2011, DPAC and its planning subcommittees reviewed, discussed and considered many topics related to the Mission, Vision and Goals/Supporting Goals, the Board of Trustees Goals and Priorities, Strategic Initiatives, and Student/Institutional Learning Outcomes.

Following is a summary of 16 recommendations approved by DPAC during 2010-2011 grouped by its relationship to the Mission, Vision and Goals – Supporting Goals.

Goal 1 Innovative and Responsive Academic Environment

Continuously develop curricular programs, learning strategies, and services to meet the evolving needs of students and the community

#97-A Approval of the draft of the final Master Plan for Education 2010-2011 UpdateSeptember 22, 2010

Goal 2 Supportive Learning Environment

Provide access to comprehensive student learning resources such as library, tutoring and technology.

Provide access to comprehensive and innovative student support services such as admissions and records, counseling, assessment, outreach, and financial aid.

Goal 3 Stable Fiscal Environment

Respond to dynamic fiscal conditions through ongoing evaluation and reallocation of existing resources and the development of new resources

- #96-A** Consensus that DPAC received and discussed the motion passed by the Budget Planning Subcommittee.....August 25, 2010
- #99-A** Approval of seven revenue and cost savings recommendations approved by the Budget Planning SubcommitteeDecember 8, 2010
- #100-C** Consensus that DPAC affirms the College’s current budgeting practice of recognizing one-time monies at the time the amount can be reasonable projectedJanuary 26, 2011
- #101-C** Consensus that DPAC acknowledge the recommendation of the Budget Planning Subcommittee to accept and affirm the second quarter Unrestricted General Fund Report.....January 26, 2011
- #102-A** Budget Objective #1 (Revision) Develop a budget plan that brings available ongoing revenues and expenditures in balance with the adoption budget for 2013-14..... February 23, 2011
(approved by the Superintendent/ President)

**Recommendation to Superintendent/President
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- #103-A Budget Principle I: (Revision) Maintain employment for SMC personnel. February 23, 2011
(not approved by the Superintendent/ President)
- #105-A Approval of 2011-2012 Savings and Revenue Ideas.....March 30, 2011
- #106-A Received and affirmed the 2011-2012 Tentative Budget.....May 25, 2011
- #108-C Approval of the Budget Glossary June 8, 2011

Goal 4 Sustainable Physical Environment

Apply sustainable practices to maintain and enhance the college's facilities and infrastructure including grounds, buildings and technology.

- #109 Reviewed and accepted the Facilities Planning June 22, 2011
- #110 Supports the implementation of the ACUPCC Task Force Climate Action Plan Recommendations June 22, 2011

Goal 5 Supportive Collegial Environment

Improve and enhance decision making and communication processes in order to respect the diverse needs and goals of the entire college community.

- #104-A Acceptance of Equal Employment (EEO) PlanMarch 9, 2011

Organizational Functions

- #95-A Agreement that all issues referred to the DPAC planning subcommittees should be added to the annual charges to the subcommittee and that the monthly reports to DPAC should focus on those annual charges..... August 11, 2010
- #98-A Approval of the DPAC 2009-2010 Annual Report.....September 22, 2010
- #107-A Election of Vice-Chair for 2011-2012..... May 25, 2011

Recommendation to Superintendent/President
Superintendent/President's Response