A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **November 30, 2011** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

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

II.   Members Present
   Randy Lawson, Administration Representative, Chair
   Janet Harclerode, Academic Senate President, Vice-Chair
   Erica LeBlanc Administrative Representative
   Mike Tuitasi, Management Association Representative
   Katharine Muller, Management Association Representative
   Eric Oifer, Academic Senate Representative
   MItra Moassessi, Faculty Association President
   Bernie Rosenloecher, CSEA Representative
   Leroy Lauer, CSEA Representative

   Others Present
   Lee Johnston
   Sherri Lee-Lewis
   Jennifer Merlic
   Christine Schultz

   DPAC Coordinator
   Lisa Rose

III.   The minutes of the DPAC meeting on November 9, 2011 were accepted.

IV.   Reports

   A.   Planning Subcommittees

   •   Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: The subcommittee discussed the triggers in the State budget that would reduce 2011-2012 funding and increase the enrollment fee for community colleges.

   •   College Services Planning: Mike Tuitasi and Hao Diao, Co-Chairs: The subcommittee discussed the water refill stations.

   •   Facilities Planning: J.C. Keurjian and Lee Peterson, Co-Chairs: No report.

   •   Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs: The subcommittee will be (1) reviewing administrative regulations that pertain to all District employees and students; (2) working with the academic and classified Professional Development Committees to perform a needs assessment, and (3) reviewing the District's EEO plan.

- **Technology Planning:** Lee Johnston and Matt Hotsinpiller, Co-Chairs: The subcommittee discussed the (1) institutional objectives related to technology planning, (2) inventory of PCs primarily in labs and teaching environments; (3) multi media systems in classrooms; (4) issues that apply to the Distance Education, Information Services and Technology Planning Committees, (5) streaming video problems, and (6) 508 compliance issue with Google.

B.   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 review scheduled administrative and student support services in the fall and academic programs in the spring. It is completing the reviews for the fall and will be preparing the annual report to present to DPAC. Workshops continue for the on-line program review annual update.

- **Student Affairs:** Beatriz Magallon, Chair, and Denise Kinsella, Vice-Chair: The committee will be reviewing the administrative regulations on repeatability and withdrawal in light of recent Title 5 changes.

- **Institutional Effectiveness:** Christine Schultz and Esau Tovar, Co-Chairs, and Erica LeBlanc, Vice-Chair: Most departments should have their SLOs into ISIS by the end of this month. The next steps will be to develop a questionnaire at the end of the academic year and to work on Unit Outcomes (UOs) for administrative units and student services units without a counseling component.

C.   ACUPCC Task Force: The Task Force is working on the Climate Action Plan (CAP), specifically in the areas of energy and transportation.

D.   Associated Students: No report

E.   Strategic Planning Task Force: At its first meeting, the Task Force (1) reviewed and discussed the institutional objectives related to the strategic initiatives over the last five years; (2) developed a schedule of meetings through spring 2012; and (3) formed a subcommittee to review the Mission, Vision and Goals statement.

V.   Agenda

Public Comments – *None*

A.   Student Success Task Force: The SMC Student Success Task Force Recommendations were distributed for discussion. The Task Force divided the Board of Governor's recommendation into three categories: (1) Recommendations that are supported, (2) Recommendations that are supported in principle, but with problematic implementation plans, and (3) Recommendations that are opposed. The recommendations will be forwarded to the Superintendent/President.

VI.   Adjournment- 4:52 p.m.

Meeting schedule through June, 2012 (second and fourth Wednesdays each month at 3 p.m.

    2011
    December 14

    2012
    January 11, 25
    February 8, 22
    March 14, 28
    April 11, 25
    May 9, 23
    June 13, 27

VII.   Council of Presidents Meeting

    A.   Student Success Task Force Update
    B.   State Budget Update
    C.   Institutional Effectiveness Performance Measures (Dashboard)

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.