



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – OCTOBER 10, 2012**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 10, 2012** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:03p.m.

II. Members Present

Randy Lawson, Administration Representative, Chair  
Janet Harclerode, Academic Senate President, Vice-Chair  
Jeff Shimizu, Administrative Representative  
Brenda Benson, Management Association President  
Katharine Muller, Management Association Representative  
Eve Adler, Academic Senate Representative  
Mitra Moassessi, Faculty Association President  
Mike Roberts, CSEA Representative  
Leroy Lauer, CSEA Representative  
Parker Jean, Associated Student President  
Yacbo Zuriaw, Associated Students Representative

Others Present

Guido Davis DelPiccolo  
Hannah Lawler  
Sherri Lee Lewis  
Jennifer Merlic  
Peter Morse  
Lee Johnston  
Lee Peterson  
Christine Schultz  
Howard Stahl  
Mike Tuitasi  
Albert Vasquez

DPAC Coordinator

Lisa Rose

II. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. No report
- College Services Planning: Al Vasquez, Co-Chair: Student representative Emmitt Rivers was selected as Co-Chair. The subcommittee established its meeting schedule and is reviewing the satisfaction survey.

- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee received an update on all buildings and construction projects underway. The Student Services Building is almost through DSA. The Academy of Technology and Entertainment will be vacated and all classes will be moved to the Bundy and Airport Arts campuses. This will allow the project to be re-bid as one project with the parking structure, AET remodel and expansion, and KCRW building to be done at the same time.
- Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs: The subcommittee is reviewing Board Policies and Administrative Regulations that affect all employees.
- Technology Planning: Lee Johnston and Matt Hotsinpillar, Co-Chairs: The subcommittee will be meeting the third Friday of every month in the Library. The subcommittee reviewed the past year accomplishments and focused on several potential topics for the coming year – network infrastructure, wireless and physical network, mobile software development, disaster recovery and continuity of operations plan, security, and web help desk. The counseling SLOs are being rolled out.

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: New courses approved: CIS 70, Hist 14 and 32. The committee will be addressing the changes to Title 5 regarding prerequisites and repeatability of performance and activity courses and continuing efforts in the AA degree for Transfer.
- Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair: The committee reviewed two programs and is preparing for a third program. It is also working to get the on-line process implemented.
- Student Affairs: Beatriz Magallon, Chair, and Denise Kinsella, Vice-Chair: The committee is reviewing Administrative Regulations related to student affairs.
- Institutional Effectiveness: Christine Schultz and Esau Tovar, Co-Chairs, and Erica LeBlanc, Vice-Chair: The Institutional Effectiveness Update is included in the agenda.

C. ACUPCC: No report

D. Associated Students:

- Three vacancies on the A.S. Board have been filled.
- The A.S. has set up a voter registration table in the quad and students are presenting information about Proposition 30 in classrooms.
- The A.S. is sponsoring a teach-in on Tuesday, October 16<sup>th</sup>. on issues in this November election that affect students
- Parker Jean was appointed to the Citizens' Bond Oversight Committee.
- The A.S. approved \$10,000 for more books for the Library and additional funds for Proposition 30 buttons.

V. Agenda

Public Comments - None

1. The final *Master Plan for Education 2012-2013 Update* was presented to DPAC. It is available on the SMC website at:  
[http://www.smc.edu/ACG/DistrictPlanningPolicies/Documents/District\\_Planning\\_and\\_Advisory\\_Council/DPAC%202012-2013/MPE%202012-2013.pdf](http://www.smc.edu/ACG/DistrictPlanningPolicies/Documents/District_Planning_and_Advisory_Council/DPAC%202012-2013/MPE%202012-2013.pdf)
2. Institutional Effectiveness Update: Dean of Institutional Research Hannah Lawler presented a draft of the *2011-2016 Institutional Effectiveness Process* including the *Dashboard*. Suggestions made at the meeting will be incorporated and a revised draft will be presented to DPAC at its next meeting.
3. DPAC Charter and Organization, 2012-2013: DPAC reviewed the revised document. It will be updated with current members of the DPAC Planning Subcommittees, and the final document will be distributed to DPAC members.

VI. Adjournment – 4:25 p.m.

Meeting schedule through June, 2013 (second and fourth Wednesdays each month at 3 p.m.)

<u>2012</u>	<u>2013</u>
October 24	January 9, 23
November 14, 28	February 13, 27
December 12	March 13, 27
	April 10, 24
	May 8, 22
	June 12, 26

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the October 24, 2012 DPAC meeting.

Agenda

- Institutional Effectiveness Update

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.