



Santa Monica Community College District
District Planning and Advisory Council
MEETING – SEPTEMBER 26, 2012
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **September 26, 2012** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:04 p.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
Katherine Muller, Management Association Representative
Eve Adler, Academic Senate Representative
Mitra Moassessi, Faculty Association President
Sandra Burnett, Faculty Association Representative
Bernie Rosenloecher, CSEA President
Parker Jean, Associated Students President
Yacob Zuriaw, Associated Students Representative

Others Present

Patricia Burson
Sherri Lew Lewis
Jennifer Merlic
Peter Morse
Lee Peterson
Helen Porter

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meetings on August 22, 2012 and September 12, 2012 were accepted.

IV. Agenda

- A. Equal Employment Opportunity Plan 2012: Motion was made by Katharine Muller and seconded by Parker Jean to approve the EEO Plan with minor revisions suggested at the meeting. *Unanimously approved.*
- B. Master Plan for Education Update: Motion was made by Katharine Muller and seconded by Mitra Moassessi to approve the MPE Introduction and Strategic Planning Narrative, the responses to the 2011-2012 Institutional Objectives, and the 2012-2013 Institutional Objectives (with suggested revisions). *Unanimously approved.*
- C. Archiving District Planning Documents: A work group was formed to develop a plan for archiving and cataloging District documents on the SMC website. Members include Helen Porter, Patricia Burson, Mona Martin, Steve Hunt, and Lisa Rose. Randy Lawson and Janet Harclerode will participate based on availability.

- D. A DPAC Task Force was formed to brainstorm the Institutional Imagination Initiative (I³). It was agreed that at least one member of each constituency be appointed to the task force by the respective presidents. It was also agreed that Katharine Muller and Kevin Menton will co-chair the task force.

VI. Adjournment- 4:13 p.m.

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

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

VI. Council of Presidents Meeting

The Council of Presidents set the agenda for the October 10, 2012 DPAC meeting.

Agenda

A. Reports

- Planning Subcommittees
- Academic Senate Joint Committees
- ACUPCC Task Force
- Associated Students

B. Institutional Effectiveness Update

C. DPAC Charter and Organization

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.

RESPONSE TO DPAC BUDGET RECOMMENDATIONS

August 22, 2012

Thank you for the list of 2012-2013 Savings and Revenue Recommendations prepared by the DPAC Budget Subcommittee and approved by DPAC at its July 18, 2012 meeting. The College is developing a budget during a time of state funding reductions that are unprecedented, and we face significant additional cuts if the Governor's tax initiative does not pass in November. In 2011-2012, the College's budget continued to honor the Board's Budget Principles by avoiding layoffs and thus maintaining full employment of permanent employees and by prioritizing student access in serving about 1000 full-time equivalent students beyond the number funded by the State. Despite ending 2011-2012 with an operating deficit of \$8.84 million, through adjustment for one-time expenditures/revenue reductions and significant actions (including some of your recommendations) to reduce ongoing expenditures in a variety of areas, we have managed to develop a recommended Adopted Budget that reduces the operating deficit to \$3.5 million and still does not negatively impact permanent employees. Although we are assuming passage of Proposition 30 in crafting the budget to be presented to the Board in September, we must simultaneously be planning how we will handle the additional reductions if the initiative fails. We simply cannot wait until November 7 to deal with this very real possibility.

While I appreciate DPAC's recommendations, I must preface my response by expressing a major concern. The recommendations I received from DPAC tend to parallel previous lists of recommendations crafted to deal with far less serious budget scenarios. The recommendations focus on the services and capital areas that now make up only about 10% of the District's general fund budget. The level of potential reductions if Proposition 30 does not pass is such that we will no longer be able to avoid impacting permanent employment at the College. We simply cannot address a budget reduction of 18% just by attempting to make further reductions to categories that comprise only 10% of our budget. While I understand that DPAC's advisory function generally avoids recommendations that are in any way related to collective bargaining matters, it is time for us all to face the fact that we are being threatened with a revenue reduction of a magnitude that may call for a permanent restructuring of college operations.

In response to the recommendations focusing on the services and capital areas of the budget (numbers 1, 3, 4, 8, 9, 10, 11, 14, 16, and 18), these budgets have already been reduced, and I have directed that the Adopted Budget reflect further reductions for some of them. I have also directed reduction in expenditures for temporary classified employees (recommendation 15). Employee benefits eligibility and verification audits (recommendation 12) are now an ongoing function of Human Resources and do not require committee coordination. I agree with including energy and resource savings workshops (recommendation 13) among our staff development and training activities.

In terms of revenue generation, I agree with increasing facilities rental (recommendation 7), and I specifically plan to use the time in which we would normally be offering a winter intersession to pursue this for activities that complement or, at the very least, do not detract from our established mission, image, and reputation. I simply do not feel that exploration of the open-air market concept (recommendation 23) would be appropriate. Such an endeavor would require expertise that does not currently exist at the College, and this is simply the wrong time for expenditures on initiatives that fall beyond our regular educational services. I am also opposed to any partnership with the credit card industry to create an affinity card for SMC (recommendation 22). Even if we wanted to move in this direction, limiting it to voluntary participation by staff would result in an initiative that is of too small a scale to be beneficial.

The decision to establish the Broad Stage operation as an independent 501 (c) (3) was made to ensure that it would not impact the College's general fund beyond the initial seed money it was given. I want to maintain this healthy separation, particularly at this early stage of the Broad's development during which the operation is working diligently to establish financial stability. Therefore, I will not pursue recommendations 2 and 6. I also oppose renegotiating the Airport Arts Campus lease (recommendation 17). From our discussions with the City at the time our previous lease was ending, I am certain that such negotiations would result in increasing rather than decreasing the monthly cost. The current month-to-month arrangement is serving us well, and we expect the use of this property to increase as we need it for classroom "swing space" during the AET and future main campus construction projects. As for seeking future voter support (recommendation 20), I think this would be politically unwise at this time, particularly if we were to seek operational support.

The remaining long-term recommendations (19, 21, 24, 25, 26, and 27) require further analysis before I respond.