A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 9, 2013** 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 Representative
             Marcy Wade, Administration Representative
             Greg Brown, Management Association President
             Katharine Muller, Management Association Representative
             Mitra Moassessi, Faculty Association President
             Peter Morse, Faculty Association Representative
             Leroy Lauer, CSEA Representative
             Ty Moura, Associated Students President
             Michael Greenberg, Associated Students Representative

             Others Present
             Patricia Burson
             Frank Dawson
             Lee Johnston
             Jennifer Merlic
             Lee Peterson
             Patricia Ramos
             Christine Schultz
             Howard Stahl

             DPAC Coordinator
             Lisa Rose

 III.   The minutes of the DPAC meeting on September 25, 2013 were accepted.

 IV.   Reports

         A. Planning Subcommittees

             • Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. Discussion topics
               included the 5000 series of the budget (contracts), student debt and marketing and
               advertising expenses.

             • College Services Planning: Al Vasquez and Ty Moura, Co-Chairs. Discussion topics
               included pressure on faculty from book publishers, campus cleanliness, and the new
               student ID.

- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: A brief update on the status of construction projects was presented, and there was a discussion on gender neutral restrooms. At the next meeting the subcommittee will discuss public art installations in new construction projects.

- Human Resources Planning: Sandy Chung and Patricia Burson, Co-Chairs: The subcommittee is working on the language in the whistleblower policy and is discussing the EEO plan because of changes to Title 5.

- Technology Planning: Lee Johnston and Sal Veas, Co-Chairs: Sal Veas was elected Co-Chair. The subcommittee reviewed progress in the technology area over the last few months and current activities.

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: No report.

- Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: The Committee has already met with two programs this semester and is working with representatives of the Institutional Effectiveness Committee to develop guidelines to roll out the annual Program Review report and to prepare to move to the online system.

- Student Affairs: Esau Tovar, Chair, and Denise Kinsella, Vice-Chair: No report.

- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The Committee is working with the Program Review Committee to facilitate the use of data in program review. It is also developing the Institutional Effectiveness website. The IE office is preparing a report that shows institutional learning outcome competencies and the percentage of students succeeding at them. The Committee is also engaged in the GRIT initiative.

C. ACUPCC: No report

D. Associated Students: The Board of Directors is finalizing the design of the SMC app, approved five resolutions at its last meeting, and has formed a Board of Trustees Club to encourage student participation at meetings of the Board of Trustees. Associate Dean Sonali Bridges is now the advisor to the Associated Students.

V. Agenda
   Public Comment
   Inayat Nissa

   A. Budget Planning Subcommittee Recommendation: Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: The following motion was approved on October 2, 2013 and presented to DPAC for consideration:

   > The Budget Committee recommends that DPAC analyze the cost and use of the printed and mailed class schedule to reduce our environmental impact and save money.

   DPAC Chair Randy Lawson will set up a subcommittee to review and discuss the recommendation and report back to DPAC at a future meeting.

B. Master Plan for Education Update: Report on Institutional Objective #9: Implementation of EMERGE, the SMC Information, Communication, Technology and Entertainment (ICTE) Initiative: Frank Dawson and Patricia Ramos presented an overview of the I^3 Initiative EMERGE – the SMC Information, Communication, Technology and Entertainment (ICTE) Initiative. The purpose of EMERGE is to align education with emerging careers and entrepreneurial ventures in the local and regional economy through synergistic, multi-disciplinary programs and activities. The initial focus will be to pursue collaborations among related disciplines, facilitate active employer engagement and develop innovative career pathways.

Review and Approval of 2013-2014 Institutional Objectives: Motion was made by Marcy Wade and seconded by Janet Harclerode to approve the 2013-2014 Institutional Objectives. The vote was unanimous. A draft of the Master Plan for Education Update 2013-2014 will be presented at the next DPAC meeting.

C. Discussion: Criteria for Developing Institutional Objectives: Janet Harclerode will assemble a subcommittee to develop criteria for developing institutional objectives and present them to DPAC for discussion.

VI. Adjournment: 4:35 p.m.

Meeting schedule through June, 2014 (second and fourth Wednesdays each month at 3 p.m.)

2013
September 25
October 9, 23
November 13, 27
December 11

2014
January 8, 22
February 12, 26
March 12, 26
April 9, 23
May 7, 21
June 11, 25

VII. Council of Presidents Meeting
The Council of Presidents set the agenda for the October 23, 2013 DPAC meeting.

Agenda

A. Draft of Master Plan for Education Update 2013-2014
B. Preliminary List of I³ Projects
C. DPAC Charter and Organization, 2013-2014

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.