



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – APRIL 9, 2014**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **April 9, 2014** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:04 p.m.

II. Members Present

Randy Lawson, Administration Representative, Chair  
Eve Adler, Academic Senate President, Vice-Chair  
Jeff Shimizu, Administration Representative  
Janet Harclerode, Academic Senate 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  
Hasun Khan, Associated Students Representative

Others Present

Genevieve Bertone  
Sonali Bridges  
Sandy Chung  
Georgia Lorenz  
Jennifer Merlic  
Lee Peterson  
Christine Schultz  
Howard Stahl  
Mike Tuitasi  
Marcy Wade

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on March 26, 2014 were accepted.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. A primary topic of discussion was the student ID card fee. The subcommittee will continue to meet in anticipation of the release of the May revise, which should provide a clearer picture of the 2014-2015 state budget.
- College Services Planning: Mike Tuitasi and Ty Moura, Co-Chairs. A motion was made to encourage double-sided printing by students. The subcommittee will be working with the Media Center on this effort.

- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee discussed and approved a recommendation to amend Board Policy Section 2440 – Smoke Free Campus. It is presented to DPAC for consideration in this agenda (see Agenda V – A).
- Human Resources Planning: Sandy Chung and Patricia Burson, Co-Chairs: The subcommittee is working on the EEO plan.
- Technology Planning: Lee Johnston and Sal Veas, Co-Chairs: No report

C. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The Curriculum Committee has approved an Associate in Science-Transfer (AS-T) degrees in Kinesiology and Geography. In addition new courses have been approved in Communication Studies and Interior Architectural Design.
- Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: No report
- Student Affairs: Esau Tovar, Chair, and Denise Kinsella, Vice-Chair: No report
- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The committee will be presenting the Institutional Effectiveness Report/Dashboard to DPAC on April 23<sup>rd</sup> and to the Board of Trustees on May 6<sup>th</sup>.

D. ACUPCC (American College and University President’s Climate Committee): Earth Week is April 21-25 2014. The Eco Hero Awards on Thursday, April 24<sup>th</sup> 1-2 p.m. will honor the students who are managing the SMC organic learning garden, faculty member Gillian Grebler for her advocacy, and food vendor Beth Kimble. The Environmental Affairs Committee adopted a class schedule “flag” identifying green classes that meet ILO #4. The energy subcommittee is developing an energy management system for students to access energy data on buildings on campus (related to ILO #5). The transportation subcommittee is reviewing rideshare opportunities because of the loss of Zimride.

C. Associated Students: Discussion topics included:

- Student ID and A.S. Membership fees
- Support of SB 1017, the Oil Severance Tax bill and discussing how the funds could be allocated to education.

V. Agenda

Public Comment – None

A. Recommendation from DPAC Facilities Subcommittee:

At the March 27, 2014 meeting of the DPAC Facilities Planning Subcommittee, the Subcommittee voted (9 in favor, 0 opposed, and 0 abstaining) to recommend that Board Policy 2440 be amended as follows (*italics* indicates new text; ~~strikethrough~~ indicates text to be deleted):

**BP 2440 Smoke Free Campus**

Santa Monica College is committed to providing a healthy, comfortable and productive environment, free from the effects of second-hand smoke *and vapor*, for its students, faculty and staff. Smoking ~~and the use of e-cigarettes or vaporizers is prohibited shall not be permitted~~ in any District buildings, vehicles ~~or facility~~ and facilities, ~~or~~ and on District grounds *except in outdoor smoking areas designated by SMC Administrative Regulation 2440.*

Reference: California Government Code Sections 7596-7598

Motion was made to amend the proposed revision as follows:

**BP 2440 Smoke Free Campus**

Santa Monica College is committed to providing a healthy, comfortable and productive environment, free from the effects of second-hand smoke *and vapor*, for its students, faculty and staff. Smoking and the use of e-cigarettes or vaporizers is prohibited ~~shall not be permitted~~ in any District buildings, vehicles ~~or facility~~ and facilities, ~~or~~ and on District grounds except in designated outdoor smoking areas in accordance with SMC Administrative Regulation 2440.

**Vote on Amended Proposed Revision of BP 2440:**

Associated Students:	Aye (2 votes)
Academic Senate:	Aye (1 vote)
Management Association:	No (1 vote)
Administration:	Yes (1 vote)
Faculty Association:	Aye (1 vote)
CSEA:	Aye (2 votes)

**Motion Approved**

Ayes – 7 votes

Noes – 1 vote

**B. Updates**

- Student Success and Support Program (SSSP) (formerly Matriculation) is a program that promotes and sustains the efforts of students to be successful in their educational endeavors. The Chancellor’s Office is allocating additional funding for SSSP and has released guidelines on supportable activities. Those student-direct activities include admissions, orientation, assessment and testing, counseling and follow up.
- Student Equity Report: The Chancellor’s Office has released guidelines for Student Equity Planning. Student equity plans focus on increasing access, course completion, ESL and basic skills completion, degrees, certificates and transfer for all students as measured by success indicators. A committee comprising representatives of college constituencies has been established to work on the report. Data will be used to identify populations impacted by issues of equal opportunity, and specific goals and activities will be developed to address gaps. The three-year plan is due in November and will need to be updated every year. The hope is that this is not just a task to complete, but will be a tool to address student equity on the campus. Additional funding proposed by the Governor will be included in the May revise.

- Emergency Preparedness/Safety: A task force was formed last year to look at emergency preparedness/safety issues on campus - training, notification system, infrastructure. The task force has recently reviewed a report from consultants dealing with proposed infrastructure modifications (video cameras, locking/security mechanisms, etc.) and has developed a list of recommendations to be presented to senior staff for review. The task force is also developing a list of supplies needed for the college to be prepared for an emergency situation.

VI. Adjournment: 3:55 p.m.

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

2014
April 23
May 14, 28
June 11, 25

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the April 23, 2014 DPAC meeting.

Agenda

A. Institutional Effectiveness Report/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.