



Santa Monica Community College District
District Planning and Advisory Council
MEETING – MAY 14, 2014
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **May 14, 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
Marcy Wade, Administrative 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
Jeanne Laurie, CSEA Representative
Ty Moura, Associated Students President
Hasun Khan, Associated Students Representative

Others Present

Jamey Anderson
Sandy Chung
Lee Johnston
Hannah Lawler
Georgia Lorenz
Jennifer Merlic
Lee Peterson
Christine Schultz
Howard Stahl
Marcy Wade

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on April 23, 2014 were accepted.

IV. Reports

A. Superintendent's Response to recommendation approved by DPAC on April 9, 2014: The recommendation submitted by the DPAC Facilities Planning Subcommittee and approved by DPAC to amend Board Policy 2440, Smoke Free Campus, was presented to Superintendent/President Tsang for review. Dr. Tsang requested that Administrative Regulation 2440 instead be revised to include the proposed revisions. Accordingly, the administrative regulation was revised and submitted to the Facilities Planning Subcommittee for review and discussion.

B. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. The subcommittee reviewed the third quarterly budget report, discussed the upcoming May Revise and is looking forward to reviewing the tentative 2014-2015 budget.
- College Services Planning: Mike Tuitasi and Ty Moura, Co-Chairs. The subcommittee discussed the boom box ban on campus and encouraging two-sided copying/printing in computer labs.
- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee discussed the Five-Year Construction Plan to be filed with the State in July and inconsistencies in printed college materials related to bicycle parking. Bruce Wyban presented an overview of scheduled maintenance projects.
- Human Resources Planning: Sandy Chung and Patricia Burson, Co-Chairs: The subcommittee has completed the update of the EEO plan and will be fine-tuning the report before presenting it to DPAC.
- Technology Planning: Lee Johnston and Sal Veas, Co-Chairs: The subcommittee discussed numerous projects in Information Technology, including the recent storage upgrade and the Office 365 pilot (cloud-based office suite).

C. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The college is officially in compliance with the requirement for approved Associate Degree for Transfer programs. There are two more being considered – Economics and Physics. The committee approved a new course (PV4) and updates to a degree and certificate in Interior Architectural Design.
- ~~Program Review~~: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: The committee reviewed the list of programs scheduled for six-year reviews next year and is still working out some issues with CurricuNET. The Program Review Planning Summary, Spring and Fall 2013, is included on the Agenda (V-B).
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- Student Affairs: Esau Tovar, Chair, and Denise Kinsella, Vice-Chair: Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The committee will soon be presenting its annual report to DPAC.

D. ACUPCC (American College and University President's Climate Committee): No report

E. Associated Students. Following are recent actions and efforts of the Associated Students:

- approved new bylaws,
- working to strengthen institutional memory
- will be approving resolution in support of Proposition 13
- donating \$130,000 to the SMC Foundation to assist students
- releasing an end-of-the year survey
- passed a resolution in support of restructuring the student fee system.

V. Agenda



Public Comment – None

- A. Printed Class Schedule: In fall 2013, the Budget Committee recommended 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 set up a subcommittee to review and discuss the recommendation and report back to DPAC at a future meeting. The subcommittee agreed that the printed schedule should not be eliminated, and discussed possible ways to significantly reduce the number of printed schedules. The subcommittee presented the following recommendation which was unanimously approved by DPAC:

While there remains a need for some printed schedules, especially on campus, the college should explore alternative solutions for distribution of information to eliminate the waste of paper and reduce the significant postage and printing costs.

- B. Program Review Planning Summary, Spring and Fall 2013: The Program Review Committee Chair and Vice Chair presented the Annual Planning Summary, Spring and Fall 2013 of 13 full program reviews and biennial reviews of three CTE programs. The report includes recommendations for institutional support for specific programs and recommendations based on overarching trends. DPAC started the review of these recommendations for development of the *Master Plan for Education Update, 2014-2015*.

- VI. Adjournment: 3:55 p.m. [1]

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

2014 May 28 June 11, 25

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the May 28, 2014 DPAC meeting.

Agenda

- A. Budget Update
- 2014-2015 Tentative Budget
 - May Revise
- B. Five-Year Construction Plan
- C. Master Plan for Education Update – Continue Review of Program Review Planning Summary to Develop Institutional Objectives for 2014-2015

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.