



Santa Monica Community College District  
**District Planning and Advisory Council**  
**MEETING – JULY 24, 2013**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **July 24, 2013** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:01 p.m.

II. Members Present

Randy Lawson, Administration Representative, Chair  
Eve Adler, Academic Senate President, Vice-Chair  
Jeff Shimizu, Administration Representative  
Eve Adler, Academic Senate Representative  
Greg Brown, Management Association President  
Brenda Benson, Management Association Representative  
Mitra Moassessi, Faculty Association President  
Howard Stahl, Faculty Association Representative  
Bernie Rosenloecher, CSEA President  
Ty Moura, Associated Students President

Others Present

Bob Dammer  
Bob Isomoto  
Hannah Lawler  
Laurie McQuay-Peninger  
Jennifer Merlic  
Lee Peterson

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on July 10, 2013 were accepted.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. The Budget Subcommittee forwarded the following motion for DPAC to consider:

*In order to safeguard the post-employment health benefits provided by the District, the Budget Committee recommends the attached plan with the understanding that the plan will be reviewed after each actuarial study is completed. Based on the financial stability and health of the District as well as other economic factors, the plan may be adjusted as needed in the future.*

DPAC unanimously concurred with the Budget Subcommittee's recommendation.

- College Services Planning: Al Vasquez and Chiomi Ojini, Co-Chairs. No report

- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee is not meeting during the summer. However, the following construction project update was provided:
    - Two projects are in construction – new parking lot at Bundy and Information Technology project.
    - Two projects are out to bid – minor renovation to building at 919 Santa Monica Blvd. and the Academy of Entertainment and Technology/KCRW project.
  - Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs: No report
  - Technology Planning: Matt Hotsinpiller and Bob Dammer, Co-Chairs: The subcommittee discussed website accessibility issues, faculty home pages, Information Services Committee’s list of objectives and priorities, the Technology Master Plan update, and the new spam firewall.
- B. Academic Senate Joint Committees
- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: No report
  - Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair: No report
  - Student Affairs: Beatriz Magallon, Chair, and Denise Kinsella, Vice-Chair: No report
  - Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: No report
- C. ACUPCC: No report
- D. Associated Students: No official meeting has been held

V. Agenda

- A. Master Plan for Education Update 2013-2014 - DPAC reviewed the following:
- eight proposed Institutional Objectives for 2013-2014
  - responses to the 2012-2013 Institutional Objectives.
  - a draft of the Board Goals and Priorities, 2013-2014
- B. Resource Development Group: During this past year, the Resource Development workgroup, which includes the Executive Vice-President, the Executive Director of the SMC Foundation, the Dean of Workforce and Economic Development and the Director of Grants, developed criteria and tools for prioritizing new projects, initiatives, grants and programs (completing 2012-2013 Institutional Objective #5). The purpose of these criteria is to assure that the college is allocating its limited resources to the most critical and essential programs. These criteria include:
- Relevance to institutional mission, learning outcomes, strategic initiatives, and supporting goals;
  - Degree to which project is supportive of and addresses an institutional, programmatic, and/or student need;
  - Degree to which SMC has prior experience in this area or has the expertise to move forward with a new initiative;
  - An identified point of contact exists within the institution who will take the lead on the project and be responsible for its implementation (full-time staff, faculty, or administrator);

- Project can be accomplished within existing infrastructure OR the project will provide the resources necessary for implementation and long-term sustainability, particularly with regard to facilities, technological capacity, and administrative support services;
- Likelihood for success; and
- For projects requiring a written proposal, the ability of development team, including the writing team, IR and Fiscal, to develop and submit proposal within the time allotted.

VI. Adjournment: 4:16 p.m.

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

<u>2013</u>
August 28
September 11, 25
October 9, 23
November 13, 27
December 11
<u>2014</u>
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 August 28 2013 DPAC meeting.

Agenda

- A. Budget Update
- B. Master Plan for Education Update
  - Review Responses to 2012-2013 Institutional Objectives
  - 2013-2014 Institutional Objectives
- B. Draft DPAC Annual Report, 2012-2013

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.

## SMC OPEB Plan

This plan was developed and approved by DPAC Budget Subcommittee on July 17, 2013. The plan requires an initial contribution of \$500,000 and an additional \$250,000 in each succeeding year until the Annual Required Contribution (ARC) is fully funded. Based on the assumptions of this plan, the ARC will be funded in 13 years and the Unfunded Accrued Actuarial Liability (UAAL) will be fully funded in 24 years after which the District is only required to contribute the Normal Cost (NC). The plan should be reviewed and adjusted, if necessary, after each actuarial study.

Apportionment Base		Assumed New Funding From Prior Year Base	New Funding	New Funding Allocated to OPEB Funding @ \$500k Annual Increase \$250K Until ARC Funded	Yearly Amount Towards ARC From General Fund - Not Including PAYG	Remaining Unfunded ARC of \$8.1M	Interest Earned on CERBT Balance @ 5% compounded quarterly	Irrevocable Trust Balance	UAAL Amount (Increased by Unfunded ARC - Reduced by Trust)	PAYG @ 3% Increase a Year - Once	Payment for PAYG	Total District Contribution = Yearly Amount + PAYG
2012-13	\$ 101,200,800					\$ 5,366,157		\$ 2,160,732	\$ 91,898,201	\$ 2,755,857	\$ 2,755,857	\$ 2,755,857
2013-14	\$ 104,236,824	3%	\$ 3,036,024	\$ 500,000	\$ 500,000	\$ 4,783,481	\$ 110,079	\$ 2,770,811	\$ 96,071,603	\$ 2,838,533	\$ 2,838,533	\$ 3,338,533
2014-15	\$ 107,363,929	3%	\$ 3,127,105	\$ 250,000	\$ 750,000	\$ 4,448,325	\$ 141,160	\$ 3,661,971	\$ 99,628,769	\$ 2,923,689	\$ 2,923,689	\$ 3,673,689
2015-16	\$ 110,584,847	3%	\$ 3,220,918	\$ 250,000	\$ 1,000,000	\$ 4,110,615	\$ 186,560	\$ 4,848,531	\$ 102,552,823	\$ 3,011,399	\$ 3,011,399	\$ 4,011,399
2016-17	\$ 113,902,392	3%	\$ 3,317,545	\$ 250,000	\$ 1,250,000	\$ 3,770,273	\$ 247,010	\$ 6,345,541	\$ 104,826,086	\$ 3,101,741	\$ 3,101,741	\$ 4,351,741
2017-18	\$ 117,319,464	3%	\$ 3,417,072	\$ 250,000	\$ 1,500,000	\$ 3,427,220	\$ 323,276	\$ 8,168,817	\$ 106,430,030	\$ 3,194,794	\$ 3,194,794	\$ 4,694,794
2018-19	\$ 120,839,048	3%	\$ 3,519,584	\$ 250,000	\$ 1,750,000	\$ 3,081,377	\$ 416,163	\$ 10,334,980	\$ 107,345,244	\$ 3,290,637	\$ 3,290,637	\$ 5,040,637
2019-20	\$ 124,464,219	3%	\$ 3,625,171	\$ 250,000	\$ 2,000,000	\$ 2,732,657	\$ 526,519	\$ 12,861,499	\$ 107,551,382	\$ 3,389,357	\$ 3,389,357	\$ 5,389,357
2020-21	\$ 128,198,146	3%	\$ 3,733,927	\$ 250,000	\$ 2,250,000	\$ 2,380,977	\$ 655,233	\$ 15,766,732	\$ 107,027,126	\$ 3,491,037	\$ 3,491,037	\$ 5,741,037
2021-22	\$ 132,044,090	3%	\$ 3,845,944	\$ 250,000	\$ 2,500,000	\$ 2,026,246	\$ 803,241	\$ 19,069,973	\$ 105,750,131	\$ 3,595,768	\$ 3,595,768	\$ 6,095,768
2022-23	\$ 136,005,413	3%	\$ 3,961,323	\$ 250,000	\$ 2,750,000	\$ 1,668,373	\$ 971,526	\$ 22,791,499	\$ 103,696,978	\$ 3,703,641	\$ 3,703,641	\$ 6,453,641
2023-24	\$ 140,085,575	3%	\$ 4,080,162	\$ 250,000	\$ 3,000,000	\$ 1,307,263	\$ 1,161,121	\$ 26,952,620	\$ 100,843,120	\$ 3,814,751	\$ 3,814,751	\$ 6,814,751
2024-25	\$ 144,288,142	3%	\$ 4,202,567	\$ 250,000	\$ 3,250,000	\$ 942,821	\$ 1,373,110	\$ 31,575,730	\$ 97,162,831	\$ 3,929,193	\$ 3,929,193	\$ 7,179,193
2025-26	\$ 148,616,787	3%	\$ 4,328,644	\$ 250,000	\$ 3,500,000	\$ 574,945	\$ 1,608,636	\$ 36,684,366	\$ 92,629,140	\$ 4,047,069	\$ 4,047,069	\$ 7,547,069
2026-27	\$ 153,075,290	3%	\$ 4,458,504	\$ 250,000	\$ 3,750,000	\$ 203,533	\$ 1,868,897	\$ 42,303,263	\$ 87,213,776	\$ 4,168,481	\$ 4,168,481	\$ 7,918,481
2027-28	\$ 157,667,549	3%	\$ 4,592,259	\$ 190,223	\$ 3,940,223		\$ 2,155,154	\$ 48,398,640	\$ 81,118,399	\$ 4,293,535	\$ 4,293,535	\$ 8,233,758
2028-29	\$ 162,397,575	3%	\$ 4,730,026		\$ 3,940,223		\$ 2,465,685	\$ 54,804,548	\$ 74,712,491	\$ 4,422,341	\$ 4,422,341	\$ 8,362,564
2029-30	\$ 167,269,503	3%	\$ 4,871,927		\$ 3,940,223		\$ 2,792,036	\$ 61,536,807	\$ 67,980,232	\$ 4,555,012	\$ 4,555,012	\$ 8,495,235
2030-31	\$ 172,287,588	3%	\$ 5,018,085		\$ 3,940,223		\$ 3,135,013	\$ 68,612,043	\$ 60,904,996	\$ 4,691,662	\$ 4,691,662	\$ 8,631,885
2031-32	\$ 177,456,215	3%	\$ 5,168,628		\$ 3,940,223		\$ 3,495,464	\$ 76,047,730	\$ 53,469,309	\$ 4,832,412	\$ 4,832,412	\$ 8,772,635
2032-33	\$ 182,779,902	3%	\$ 5,323,686		\$ 3,940,223		\$ 3,874,277	\$ 83,862,230	\$ 45,654,809	\$ 4,977,384	\$ 4,977,384	\$ 8,917,607
2033-34	\$ 188,263,299	3%	\$ 5,483,397		\$ 3,940,223		\$ 4,272,390	\$ 92,074,843	\$ 37,442,196	\$ 5,126,706	\$ 5,126,706	\$ 9,066,929
2034-35	\$ 193,911,198	3%	\$ 5,647,899		\$ 3,940,223		\$ 4,690,784	\$ 100,705,850	\$ 28,811,189	\$ 5,280,507	\$ 5,280,507	\$ 9,220,730
2035-36	\$ 199,728,534	3%	\$ 5,817,336		\$ 3,940,223		\$ 5,130,493	\$ 109,776,566	\$ 19,740,473	\$ 5,438,922	\$ 5,438,922	\$ 9,379,145
2036-37	\$ 205,720,390	3%	\$ 5,991,856		\$ 3,940,223		\$ 5,592,604	\$ 119,309,393	\$ 10,207,646	\$ 5,602,090	\$ 5,602,090	\$ 9,542,313
2037-38	\$ 211,892,002	3%	\$ 6,171,612		\$ 3,940,223		\$ 6,078,257	\$ 129,327,873	\$ 189,166	\$ 5,770,153	\$ 5,770,153	\$ 9,710,376
2038-39	\$ 218,248,762	3%	\$ 6,356,760		\$ 3,940,223		\$ 6,588,652	\$ 133,913,491		\$ 5,943,257		\$ 9,943,257
2039-40	\$ 224,796,224	3%	\$ 6,547,463		\$ 3,940,223		\$ 6,822,268	\$ 138,554,427		\$ 6,121,555		\$ 9,943,223

**ASSUMPTIONS:**

- 3% new funding each year
- 5% annual interest earned on CALPERS trust balance
- 3% yearly increase in pay as you go cost

**NOTES:**

- \*ARC and AAL is as of the actuarial valuation dated November 13, 2012.
- \*\*AAL of \$88,692,776 is used in Year 1 (2012-13) and is adjusted for unfunded ARC and Irrevocable Trust balance to arrive at UAAL
- \*\*\*ARC of \$8,122,014 is used through out the calculation until UAAL is fully funded.
- \*\*\*\*Once UAAL is fully funded an ongoing Normal Cost to prefund of \$3,940,223 is used for the remainder of the calculation
- \*\*\*\*\*Calculation is not based on actuarial calculations. Actuarial calculation will yield different results but is believed to be materially similar.