



Santa Monica Community College District
District Planning and Advisory Council
MEETING – SEPTEMBER 11, 2013
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **September 11, 2013** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:02 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
Howard Stahl, Faculty Association Representative
Connie Lemke, CSEA Representative
Leroy Lauer, CSEA Representative
Ty Moura, Associated Students President

Others Present

Lee Johnston
Hannah Lawler
Georgia Lorenz
Jennifer Merlic
Lee Peterson
Christine Schultz
Esau Tovar
Marcy Wade

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on August 28, 2013 were accepted.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. No report
- College Services Planning: Al Vasquez and Chiomi Ojini, Co-Chairs. No report
- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee has not met. However, the following construction project update was provided:
 - The Board of Trustees awarded the bid for the Academy of Entertainment and Technology/KCRW project. The bids came in within budget and the project will start before the end of the month.

- The parking lot at Bundy was completed for the opening of the fall semester.
 - The Board of Trustees approved a lease for a building at 1914 – 14th Street to be used for warehouse and storage starting January, 2014; an engineering contract for a major upgrade on the security systems on campus; and a contract for architectural services for a café in the Library.
- Human Resources Planning: Sandy Chung and Patricia Burson, Co-Chairs: No report
 - Technology Planning: Lee Johnston and Matt Hotsinpillar, Co-Chairs: No report
- B. Academic Senate Joint Committees
- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The first meeting included an orientation and a stand-alone course training. The committee approved two new Latin-American Art History courses and an A.A. for Transfer degree in communication studies.
 - Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: An orientation was conducted.
 - Student Affairs: Esau Tovar, Chair, and Denise Kinsella, Vice-Chair: The agenda for this year is being developed. It will include the review of approximately ten administrative regulations.
 - Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: Discussion included cleaning up the portal, the need to have the college SLOs in one place on the SMC website, the committee's role in program review, and the three institutional objectives related to Institutional Effectiveness for the coming year.
- C. ACUPCC: No report
- D. Associated Students: The A.S. Board of Directors is working on filling student positions on DPAC committees. 200 signatures have been collected in support of an initiative for a book loan program.

V. Agenda

- A. Master Plan for Education Update 2013-2014 - DPAC reviewed the following:
- Responses to the 2012-2013 Institutional Objectives.
 - Nine proposed Institutional Objectives for 2013-2014
 - An additional proposed Institutional Objective that was referred to the DPAC Human Resources Subcommittee
- B. Enrollment Report: This fall 2,859 credit classes and 147 non-credit classes are being offered. After 38 sections were cancelled, 16 new sections of high demand classes were opened. The class fill rate is 91.5 percent; 97.4 percent fill rate in core general education classes; 93 percent fill rate in CTE. There are many late start classes beginning weeks four and nine. The winter session schedule has been completed.

VI. Adjournment: 4:28 p.m.

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

<p><u>2013</u> September 25 October 9, 23 November 13, 27 December 11</p> <p><u>2014</u> January 8, 22 February 12, 26 March 12, 26 April 9, 23 May 7, 21 June 11, 25</p>

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the September 25, 2013 DPAC meeting.

Agenda

- A. Master Plan for Education Update 2013-2014
 - Review Academic Senate Goals and Priorities, 2013-2014
 - Finalize Institutional Objectives for 2013-2014
- B. Enrollment Update

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.