



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – APRIL 8, 2015**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **April 8, 2015** in Drescher Hall 300-E (the Loft) at Santa Monica College, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:10 p.m.

II. Members Present

Katharine Muller, Administration Representative, Chair  
Janet Harclerode, Academic Senate Representative  
Georgia Lorenz, Administrative Representative  
Bob Dammer, Management Association President  
Mitra Moassessi, Faculty Association President  
Peter Morse, Faculty Association Representative  
Caitlin Corker, Associated Students Representative  
Courtney King, Associated Students Representative

Others Present

Greg Brown  
Laurie Guglielmo  
Matt Hotsinpiller  
Lee Johnston  
Joan Kang  
Lee Peterson  
Walter Meyer  
Esau Tovar

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on March 25, 2015 were approved.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. The subcommittee received information on the Performing Arts Center's operating budget and will be discussing the level of District general fund support for the PAC budget in the future. There will be a special meeting of the subcommittee before the next DPAC meeting to review the 2014-2015 Third Quarter Budget Report.
- College Services Planning: Caitlin Corker, Co-Chair. Discussions included: (1) book voucher program, (2) vending machines, and (3) new vendor for Bread Factory space.
- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: There is the possibility of a state bond in 2016 for K-12 and community colleges from which SMC might get funding for the Math building/Science addition. Chris Bonvenuto will be attending a meeting of the subcommittee to review methodologies for determining the total cost of ownership of facilities.

There was a question about the status of DPAC's recommendation to the Superintendent/President regarding air-conditioning/air flow issues in some college buildings which he referred to the Facilities Department. It was requested that the Facilities Department forward its research and recommendations to the Superintendent/President.

- Human Resources Planning: Marcy Wade and Patricia Burson, Co-Chairs: No report
- Technology Planning: Lee Johnston and Walter Meyer, Co-Chairs: The subcommittee submitted to DPAC a proposal to contract for a back up system for the college's data center at a remote site in order to keep it operational in the event of a disaster (see V. Agenda-B). The subcommittee is also developing a visioning statement to submit to DPAC as a future meeting.

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The committee approved two new courses (Astro 9 and Geol/Geog 94) and revised one ADT. A subcommittee has been created to discuss upper division courses for the Interaction Design baccalaureate degree. In addition the committee discussed a letter addressed to Vice Chancellor Walker regarding compliance with SB 440.
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- Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: The committee recently reviewed the Communications and Dance departments. It is still working on the annual report to be presented to DPAC in May.
- Student Affairs: Karen Legg, Chair, and Esau Tovar, Vice-Chair: The committee is reviewing and revising six administrative regulations.
- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The committee is working on the 2015 Institutional Effectiveness Annual Report. It will be presented to DPAC at the next meeting.

C. Accreditation Update: The Steering Committee is meeting weekly, and this week it reviewed Standard IIC, Technology Resources. Georgia Lorenz and Erica LeBlanc will be attending an AACJC workshop on the new standards. A meeting will be held for all standard co-chairs and sub-section co-chairs on Monday April 27<sup>th</sup> at 3 p.m.

D. ACUPCC (American College and University President's Climate Committee): New Project Manager for Sustainability Ferris Kwar reported on a number of efforts and activities in the areas of energy management, transportation, Earth Week, April 20-24, 2015 and Bike Month, May 2015.

E. Associated Students: Associated Students Representative Courtney King:

The Associated Students has allotted \$100,000 for Student Success Awards for which the application deadline has been extended to April 10<sup>th</sup>. The A.S. is very involved in Consent Month; the Constitution Committee is reviewing A.S. documents and fiscal policies, planning for Club Row on May 5<sup>th</sup>, and looking into the issue of part-time faculty as club advisors.

F. Response from Superintendent/President on DPAC recommendation(s) - None

V. Agenda

- A. Information: BP 3123 and AR 3121, 3123, Unlawful Sex Discrimination, Stalking and Violence: *Deferred to DPAC meeting in May*

B. Technology Planning Committee Recommendation:

The Technology Planning Committee presented a Disaster Recovery/Business Continuity proposal (attached) to back up the college's data center at a remote site in order to keep it operational in the event of a disaster. The estimated capital cost for equipment and professional services is \$742,000; the estimated annual operational cost is \$65,000. Motion was made by Georgia Lorenz, seconded by Courtney King to accept the proposal and forward it to the Superintendent/President for consideration. It was unanimously approved.

Public Comment – None

VII. Adjournment: 4:14 p.m.

Meeting schedule through June, 2015 (second and fourth Wednesdays each month at 3 p.m.)

2015
April 22
May 13, 27
June 10, 24

VIII. Council of Presidents Meeting

The Council of Presidents set the agenda for the April 22, 2015 DPAC meeting.

Agenda

- A. Institutional Effectiveness Report/Dashboard
- B. Technology Visioning Statement
- C. 2014-2015 Quarterly Budget Report

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.