



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **December 14, 2016** at Santa Monica College, HSS 301 Conference Room, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:15 p.m.

II. Members Present

Teresita Rodriguez, Administration, Chair Designee
Fran Chandler, Academic Senate President, Vice-Chair
Mitra Moassessi, Academic Senate Representative
Georgia Lorenz, Administration Representative
Chris Bonvenuto, Management Association President
Katharine Muller, Management Association Representative
Peter Morse, Faculty Association Representative
Howard Stahl, Faculty Association Representative
Lee Peterson, CSEA Representative
Connie Lemke, CSEA Representative
Laura Zwicker, Associated Students Representative

Others Present

Rupinder Bhatia
Greg Brown
Nate Donahue
Vicki Drake
Walter Meyer
Dan Rojas
Esau Tovar

III. Motion was made by Lee Peterson and seconded by Georgia Lorenz to approve the minutes of the DPAC meeting on November 9, 2016. *Unanimously approved*

IV. Response from Superintendent/President on DPAC recommendation:

DPAC recommends that the District explore the following and other revenue-generating or cost-savings ideas:

- Reduce the use of contracts
- Offer retirement incentives to employee groups
- Run a flea market on weekends
- Seek sponsors interested in naming rights
- Work with the prison population
- Work with the active military and veteran population

Superintendent/President Kathryn Jeffery responded that she will consider DPAC's recommendation.

It was requested that there be clarification provided when the Superintendent/President responds that she will “consider” a DPAC recommendation. It was suggested that there be a report back to DPAC on the status of recommendations under consideration in order to close the loop. It was agreed that the Superintendent/President will be consulted on how she wants to report back to DPAC on the status of recommendations being considered.

V. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: No report
- College Services Planning: Mike Tuitasi and Joan Kang, Co-Chairs: No report
- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: No report
- Human Resources Planning: Tre-Shawn Hall-Baker and Kym McBride, Co-Chairs: No report
- Technology Planning: Dan Rojas and Walter Meyer, Co-Chairs: No report

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Jennifer Merlic, Vice-Chair: At the last two meetings, the Committee approved 10 noncredit courses related to the Adult Education Block Grant, nine new courses and Cosm 64 for Distance Education. The Committee will not meet again until February.
- Program Review: Vicki Drake, Chair and Erica LeBlanc, Vice-Chair: Completed two reviews – Business Services and Career Services – who submitted excellent reports. The review of another program was postponed.
- Student Affairs: Bea Magallon, Chair, and Esau Tovar, Vice-Chair: The Committee continues its review of several administrative regulations and will be developing a three-year cycle to review and/or update all administrative regulations in Section 4000 – Student Services.
- Institutional Effectiveness: Elisa Meyer, Chair, and Hannah Lawler, Vice-Chair: No report

C. Strategic Planning Task Force: The Collaborative Brain Trust (CBT) consultant team met with Superintendent/President Jeffery and the Strategic Planning Task Force to present an overview of the steps, process and expectations. Workgroups comprising members of the Task Force and resource personnel have been identified and will be meeting with members of the CBT Team. The work groups will be gathering information and serve as a conduit for the Team. There are four project areas: (1) Student Success and Equity, (2) Integrated Planning, (3) Organizational Structure, and (4) Strategic Initiatives.

D. Accreditation Update; A draft of the accreditation team evaluation report was received. The recommendations included in the report correspond to those mentioned in the exit report. The District responded to several recommendations where there was error of fact. There were eight recommendations to meet standards, two to improve. It is expected that the college will receive an 18-month accreditation.

E. Associated Students: No report

VI. Agenda

A. Status of Contingency Drops: At the last meeting, there was discussion about the looking into the ability of students to add another section at the same time or the same class at a different time before dropping the class. This would prevent a student from losing a class. Teresita Rodriguez reported that she met with the programmers, and the plan is to implement a contingency drop program called “Swap a Class” by the end of January, prior to the start of the spring semester. Students will be informed in the usual methods of communication including email blasts and the noticeable posts on college website.

VII. Adjournment: 4:00 p.m.

Meeting schedule through June, 2016 (second and fourth Wednesdays each month at 3 p.m.)

2016-2017

January 25

February 8, 22

March 8, 22

April 12, 26

May 10, 24

June 14, 28

VIII. Council of Presidents Meeting

The meeting on January 11 was cancelled. The Council of Presidents set the agenda for the January 25, 2017 DPAC meeting.

1. Committee Reports
2. Capital Outlay Program Update
3. Enrollment Update