



*Santa Monica Community College District*

## **District Planning and Advisory Council**

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*Annual Report  
2015-2016*





Santa Monica Community College District  
**District Planning and Advisory Council**

**DPAC ANNUAL REPORT  
2015-2016**

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**District Planning and Advisory Council  
CHARTER AND ORGANIZATION  
2015-2016**

**Board Policy 2250**

The Board recognizes the District Planning and Advisory Council as the body primarily responsible for making recommendations to the Superintendent/President on matters that are not otherwise the primary responsibility of the Academic Senate (BP 2210), Classified Staff (BP 2220), Associated Students (BP 2230) or the Management Association (BP 2240). Issues include, but are not limited to, District budget, facilities, human resources, instruction, student services and technology planning. Discussion of these issues by the Council will not supplant the collective bargaining process.

DPAC is the College's primary planning body and coordinates institutional planning. It is the responsibility of DPAC to develop the annual Master Plan for Education Update and oversee the long-term planning efforts of reviewing the Vision, Mission, Values, and Goals, assessing the College's planning process, and developing new Strategic Initiatives every five years.

The District Planning and Advisory Council shall comprise representatives of the faculty (Academic Senate and Faculty Association), classified staff, students (Associated Students) and management (Administration/Management Association), who shall mutually agree upon the numbers, privileges, and obligations of Council members. The District Planning and Advisory Council shall establish its own procedures in conformity with the law.

**DPAC Members:**

- Superintendent/President (or designee)
- Academic Senate President (or designee)
- Faculty Association President (or designee)
- CSEA President (or designee)
- Management Association President (or designee)
- Associated Students President (or designee)

Each Constituency Group President (or designee) shall be allowed one additional seat at DPAC meetings for a total of 12 people (President + One).

**DPAC Chair and Vice-Chair:**

The Chair shall be selected by the Superintendent/President in June to serve a one-year term the following fiscal year.

The Vice-Chair shall be elected by a majority vote of DPAC members (8 votes) in June to serve a one-year term for the following fiscal year.

Note: The Vice Chair shall not come from the same constituency group as the Chair of DPAC. If the Superintendent/President selects a faculty person for Chair then the Vice Chair must come from a constituency group other than faculty.

Responsibilities of the DPAC Chair and Vice-Chair

- The Chair shall preside at meetings of DPAC
- The Vice-Chair shall preside at meetings of DPAC in the absence of the Chair
- The Chair and Vice-Chair shall review agendas and minutes of DPAC meetings prior to distribution
- The Chair and Vice-Chair shall convey DPAC’s recommendations to the Superintendent/President

**DPAC Coordinator**

The DPAC Coordinator shall be responsible for the following:

- Prepare, post/distribute agendas for DPAC meetings in compliance with the Brown Act (*72 hours in advance of a regular meeting*)
- Prepare, post/distribute minutes of DPAC meetings
- Keep a full, accurate and indexed record of DPAC proceedings
- Maintain all DPAC records and files
- Prepare DPAC Annual Report

**Privileges and Obligations of Council Members**

- Each member is expected to represent their group in discussions and deliberations
- Each member of the Council will attend meetings
- Each constituency president will participate in agenda setting

**Meetings**

Meetings of the District Planning and Advisory Council are subject to the provisions of the Brown Act. The District Planning and Advisory Council meets on the second and fourth Wednesdays of the month.

**Quorum**

A quorum will consist of a simple majority of appointed DPAC members (7 of 12 members) or designee.

**Voting on DPAC**

No voting will take place during the first ten minutes of a meeting.

Two votes per each constituency group or one vote per sub-constituency group.

Academic Senate	1 vote
Faculty Association	1 vote
CSEA	2 votes
Management Association	1 vote
Administration	1 vote
Associated Students	2 votes

Note: There are 8 votes only on DPAC

**Orientation for DPAC Members**

An annual orientation session will be held for members of DPAC.

**DPAC Recommendations to the Superintendent/President**

It is the charge of DPAC to make recommendations to the Superintendent/President. It is the responsibility of the Chair and Vice-Chair to convey DPAC’s recommendations to the Superintendent/President. The Superintendent/President or designee will respond to DPAC recommendations either in writing or through a report from the Chair at a subsequent DPAC meeting. The Superintendent/President’s responses will be reflected in the DPAC minutes.



## Institutional Planning

The institutional planning process—both long-term and annual—is coordinated by DPAC. Every five years, DPAC oversees the review of the College’s Vision, Mission, and Goals statements, conducts an evaluation of all aspects of the institutional planning process, and identifies long-term strategic initiatives to inform the annual identification of institutional objectives.

The annual Master Plan for Education Update is also the responsibility of DPAC. The process starts in Spring and concludes in Fall and includes the development of responses to the previous year’s Institutional Objectives including the status of completion for each objective.

In preparation for formulating new institutional objectives each year, DPAC reviews a number of major planning documents, including, but not limited to:

- Program Review Planning Summary
- Institutional Effectiveness Annual Report
- Responses to previous year’s Institutional Objectives
- College Priorities and Strategic Initiatives
- Board of Trustees Goals and Priorities
- Academic Senate Objectives
- Accreditation Recommendations and Self-Evaluation Planning Agenda
- Technology Objectives

### Criteria for Institutional Objectives

#### Purpose

Each year the Santa Monica College District Planning and Advisory Council (DPAC) identifies institutional objectives to be included in the annual Master Plan for Education Update. These annual institutional objectives are developed in response to the output of multiple planning processes and identify measurable benchmarks for institutional improvement.

Institutional objectives:

- align with college priorities: strategic initiatives, college goals, ILOs
- highlight the overarching issue being addressed
- support student learning and success

#### Guidelines for Writing Institutional Objectives

Institutional objectives should generally emerge from the various planning reports and documents submitted to DPAC. Words like across the college or across the campus, institutional or institutionalize are frequently used in the objectives.

Institutional objectives should:

- address an identified institutional priority, not an issue specific to a particular departmental/organizational unit
- frame the issue to be addressed clearly and comprehensively
- generally apply to more than a single departmental/operational unit
- be timely and measurable
- be achievable within a year; if an objective will take longer to achieve it should be broken into multiple consecutive objectives (ex. analyze, develop a plan, implement first steps etc.)
- not address something the College is already doing or committed to doing
- already have some level of support to be achievable (ex. other individual, groups, units) in order to demonstrate that they will be achievable

The resulting annual Master Plan for Education update document identifies linkages among the various components of the overall institutional planning process, provides an estimated cost and funding source (with a descriptive budget narrative) for each institutional objective; describes methods to accomplish each specific objective; and lists anticipated outcomes for each objective.

### **Agenda Setting Meetings/Criteria for Topics\***

The Council of Presidents comprising the presidents of each constituency shall set DPAC agendas. A pilot process will be used by all DPAC constituencies to capture topics that should be included in the planning process at the appropriate time, allowing for mutual respect accorded by effective participatory governance without creating barriers to innovation. The Council of Presidents will use a guide for determining which issues rise to the level of discussion by DPAC. A form to request an item on the agenda for consideration by DPAC is available on various college websites and in the Office of the Superintendent/President.

The Council of Presidents should refer to the following checklist when identifying topics to include on the agenda for consideration by DPAC:

Topics to be presented to DPAC for consideration should apply to at least one of the criteria listed below.

- Relate to Vision, Mission and Goals
- Relate to Master Plan for Education
- Relate to Annual Institutional Objectives
- Relate to Strategic Initiatives and College Priorities
- Be within the purview of more than one DPAC subcommittee
- Be identified as an institutional priority, not an issue specific to a particular departmental/organizational unit

Topics not to be presented to DPAC for initial consideration are:

- those that are the primary responsibility of the Academic Senate (BP 2210), Classified Staff (BP 2220) Associated Students (BP 2230) and the Management Association (BP 2240)
- topics that are more appropriately considered by single DPAC subcommittees
- those under the purview of collective bargaining
- those that apply to a single departmental/operational unit

*\*Pilot process approved December 10, 2014 effective through June 2016*

### **Planning Subcommittees:**

1. Budget Planning
2. College Services Planning
3. Facilities Planning
4. Human Resources Planning
5. Technology Planning

Meetings of the DPAC Planning Subcommittees are subject to the provisions of the Brown Act.

Each of the five Planning Subcommittees shall comprise four representatives of each constituency group or two representatives of each sub-constituency group.

Faculty (2 Academic Senate/2 Faculty Association)  
Classified (4 CSEA)  
Managers (2 Administration /2 Management Association)  
Students (4 Associated Students)

The members of DPAC shall determine the scope and function of the five Planning Subcommittees. In other words, DPAC is to provide direction for the five Planning Subcommittees.

### **Quorum**

A quorum will consist of a simple majority of subcommittee members appointed by employee constituency groups (7 of 12 members), or designee.

### **Voting on Planning Subcommittee**

Each member of the planning subcommittee has one vote (4 faculty, 4 classified, 4 managers, 4 students)

### **Planning Subcommittees Co-Chairs**

One Co-Chair named by the Superintendent/President

The Superintendent/President may name any Santa Monica College employee or student as this co-chair and is not held to any particular constituency.

One Co-Chair elected by the planning subcommittee

This co-chair shall be selected from within the subcommittee membership by September 30<sup>th</sup> of each year.

Note: Chairs shall not come from the same constituency group. If the Superintendent/President selects a faculty person for chair then the other chair must come from a constituency group other than faculty.

Additional Note: All Co-Chairs (or designees) of the Planning Subcommittees are expected to attend all DPAC meetings

### **Responsibilities of the Planning Subcommittees Co-Chairs**

- Develop the schedule of meetings
  - All planning subcommittees shall meet at least once a month at a fixed time and location and report to the District Planning and Advisory Council on a monthly basis.
- Work cooperatively to:
  - Develop meeting agendas
  - Post/distribute agendas in compliance with the Brown Act (*72 hours in advance of a regular meeting*)
  - Preside over meetings using standing rules agreed upon by the subcommittee
  - Prepare minutes of meetings
  - Post/distribute minutes

### **Resources to DPAC**

1. Academic Senate Joint Committees (these committees are not subcommittees of DPAC)
  - a. Program Review
  - b. Curriculum
  - c. Student Affairs
  - d. Institutional Effectiveness
2. Chair of Academic Senate Department Chairs and Coordinators Committee (representing the department chairs)

Note: All Chairs and Vice Chairs of these Academic Senate Joint Committees and the Chair of Chairs are expected to attend all DPAC meetings.

An annual orientation session will be held for Planning Subcommittee Co-Chairs and Academic Senate Joint Committee Chairs and Vice-Chairs.

Approved: 4/21/05

Revised: 5/25/05, 6/8/05; 6/22/05, 2/27/08, 9/10/08, 1/28/09, 8/12/09, 11/11/09, 11/13/13, 12/10/14, 10/28/15

*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**2015-2016**

**Members, 2015-2016**

Teresita Rodriguez, Administration, Chair Designee  
Georgia Lorenz, Administration

Bob Dammer, Management Association President  
Katharine Muller, Management Association Representative

Fran Chandler, Academic Senate President, Vice-Chair  
Mitra Moassessi, Academic Senate Representative

Peter Morse, Faculty Association President  
Howard Stahl, Faculty Association Representative

Robert Villanueva, CSEA President  
Robert Hnilo, CSEA Representative

Jesse Randel, Associated Students President  
Johnathan Hughes, Associated Students Representative

*Revised 9/2015*

**Resource Liaisons**

Bob Isomoto, Co-Chair, Budget Planning Subcommittee  
Howard Stahl, Co-Chair, Budget Planning Subcommittee  
Mike Tuitasi, Co-Chair, College Services Planning Subcommittee  
Joan Kang, Co-Chair, College Services Planning Subcommittee  
Greg Brown, Co-Chair, Facilities Planning Subcommittee  
Lee Peterson, Co-Chair, Facilities Planning Subcommittee  
Tre'Shawn Hall-Baker, Co-Chair, Human Resources Planning Subcommittee  
George Davison, Co-Chair, Human Resources Planning Subcommittee  
Dan Rojas, Co-Chair, Technology Planning Subcommittee  
Walter Meyer, Co-Chair, Technology Planning Subcommittee

Jennifer Merlic, Academic Senate Joint Curriculum Committee  
Guido Davis del Pico, Academic Senate Joint Curriculum Committee  
Erica LeBlanc, Academic Senate Joint Program Review Committee  
Vicki Drake, Academic Senate Joint Program Review Committee  
Esau Tovar, Academic Senate Joint Student Affairs Committee  
Alexandra Tower, Academic Senate Joint Student Affairs Committee  
Hannah Lawler, Academic Senate Institutional Effectiveness Committee  
Christine Schultz, Academic Senate Institutional Effectiveness Committee  
Mitra Moassessi, Chair of Chairs

**Meetings, 2015-2016**

The District Planning and Advisory Council meets on the second and fourth Wednesdays of the month, at 3 p.m. in Drescher Hall 300-E. Following is the schedule of meetings through June, 2016.

<p><u>2015-2016</u> September 9, 23 October 14, 28 November 18 December 9 January 13, 27, 2016 February 10, 24 March 9, 23 April 13, 27 May 11, 25 June 8, 22</p>
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*District Planning and Advisory Council*

**Planning Subcommittees**

(DPAC action 4/27/05 and 6/8/05)

**Budget Planning Subcommittee**

**College Services Planning Subcommittee**

**Facilities Planning Subcommittee**

**Human Resources Planning Subcommittee**

**Technology Planning Committee**

Quorum

A quorum will consist of a simple majority of subcommittee members appointed by employee constituency groups (7 of 12 members), or designee.

**Overarching Guiding Principles for DPAC Planning Subcommittees**

- In its planning process, each subcommittee should make recommendations on matters within its jurisdiction to the District Planning and Advisory Council that are consistent with the District's Mission, Vision and Supporting Goals, Master Plan for Education Institutional Objectives, the Educational and Career Facilities Master Plan, and the Technology Master Plan.
- Each planning subcommittee should factor recommendations from other planning areas
- As part of its planning process, each planning subcommittee should consider environmentally sustainable practices
- Members of the planning subcommittees should report back to their respective constituencies on a regular basis

**Responsibilities of the Planning Subcommittees Co-Chairs**

- Develop the schedule of meetings
- All planning subcommittees shall meet at least once a month at a fixed time and location and report to the District Planning and Advisory Council on a monthly basis.
- Work cooperatively to:
  - Develop meeting agendas
  - Post/distribute agendas in compliance with the Brown Act (*72 hours in advance of a regular meeting*)
  - Preside over meetings using standing rules agreed upon by the subcommittee
  - Prepare minutes of meetings
  - Post/distribute minutes

*(Approved 1/28/09)*



*District Planning and Advisory Council*  
**Budget Planning Subcommittee**

Members

Managers	Faculty	Classified	Students
Bob Isomoto, Co-Chair Chris Bonvenuto Roberto Gonzalez Laurie McQuay-Peninger	Howard Stahl, Co-Chair Fran Chandler Mario Martinez Matt Hotsinpillar	Martha Romano Dee Upshaw Robert Villanueva Rasheedah Watts	Jesse Randel Sam Ross (need 2 more)

Meetings: First and third Wednesdays at 2 p.m., Library 275

<b>Duties of the Budget Planning Subcommittee:</b>
<ul style="list-style-type: none"> <li>• Have recommending authority on budget matters to the District Planning and Advisory Council.</li> <li>• Review, in a timely manner, tentative, quarterly and final budgets for consistency with annual institutional goals and objectives, strategic institutional plans, and the college vision, mission, goals, and master plans, and forward recommendations to the District Planning and Advisory Council.</li> <li>• Review the annual budget and make recommendations to DPAC for short- and long-term budget planning strategies.</li> <li>• Review institutional expenditure practices, policies, and categories—not specific budget items—for consistency and support of the college vision, mission, goals, strategic initiatives and master plans and federal and state laws.</li> <li>• As part of the budget planning process, regularly explore practices that can reduce college expenditures or enhance college revenue.</li> <li>• Participate in the Master Planning process.</li> </ul>

<b>Reference:</b> <i>2015-2016 MPE Institutional Objectives</i>
<p><b>OBJECTIVE 11</b></p> <p>Develop and implement a long-term plan which includes timelines and benchmarks to achieve a target percentage* and net number of full-time faculty.</p> <p>*a percentage will be included in the plan</p>

*Approved: 4/27/05; Revised 6/22/05, 5/06, 8/06, 7/07, 10/07, 1/13/10, 9/14/11, 9/26/12, 10/13, 10/14, 10/15*

*District Planning and Advisory Council*  
**College (Operational) Services Planning Subcommittee**

Members

Managers	Faculty	Classified	Students
Mike Tuitasi, Co-Chair Bonita Cooper Maria Leon-Vasquez Deirdre Weaver	Thomas Chen Steven Contarsy Cynthia Gonzalez Michael Strathearn	Maria Bonin Marie Fisher Joanne Laurance	Kishore Athreya Heather Haro Johnathan Hughes Justine Laforteza

Meetings: Fridays at 9 a.m. Student Affairs Conference Room  
 September 18, 2015  
 October 16  
 November 13  
 December 11

<b>Duties of the College (Operational) Services Planning Subcommittee</b>
<ul style="list-style-type: none"> <li>Make recommendations to the District Planning and Advisory Council on matters pertaining to how operational services (such as Business Services, Security, Food Services, Intercampus Transportation, Events, Custodial Services, Network Services, Payroll, Purchasing, Shipping and Receiving, and Accounts Payable) impact instruction and direct services to students.</li> </ul>

*Approved 6/8/05; Revised 6/22/05, 8/06, 7/07, 1/13/10, 10/13, 10/14, 10/15*

*District Planning and Advisory Council*  
**Facilities Planning Subcommittee**

Members

Managers	Faculty	Classified	Students
Greg Brown, Co-Chair Reggie Ellis Linda Sullivan Emil Zordillo	David Javelosa Judith Marasco Alicia Villapando Catherine Matheson	Lee Peterson, Co-Chair Madeline Brodie Jim Galligan Craig Walter	Dilan Patel Justine Laforteza (need 2 more)

Meetings: Select Second and fourth Thursday of each month (usually excluding July and August)  
 2 – 3:30 p.m., Gym 223 “Skybox.”

**Duties of the Facilities Planning Subcommittee**

- Participate in the process for the preparation of various District facilities related documents, such as the facilities section of the Master Plan for Education, the Facilities Master Plan, the Five-Year Construction Plan submitted to the Chancellor’s Office.
- Factor into planning the impact of local funds available, state funding criteria, space allocation formulas, facility utilization standards, capacity/load ratios, enrollment forecasts, and the inventory of existing facilities.
- Review the documents used in facilities planning.
- Evaluate the effectiveness of funding/staffing for facilities, including new construction, remodels, maintenance, grounds, and campus operations.

**Reference:** *2015-2016 MPE Institutional Objectives*

**OBJECTIVE 4**

To explore and inventory unmet space needs and physical facilities available to accommodate those needs, including program space (e.g. Supplemental Instruction) and office space (e.g. to accommodate part-time faculty office hours).

**OBJECTIVE 6**

Review previous facilities assessments, determine the need for updating and consider this information in developing future capital outlay plans in alignment with the Facilities Master Plan.

*Approved: 5/11/05; Revised 6/22/05, 8/06, 7/07, 10/1/0, 1/13/10, 9/14/11, 10/13, 10/14, 10/15*

*District Planning and Advisory Council*  
**Human Resources Planning Subcommittee**

Members

Managers	Faculty	Classified	Students
Tre'Shawn Hall-Baker Co-Chair Steve Myrow Carol Long Delores Raveling	George Davison, Co-Chair Alicia Villapando Kymberlyn McBride Michael Strathearn	Joyce Cheney Joanne Laurance	Edwine Pierre (need 3 more)

Meetings: Second Tuesdays, 1:30-3 p.m. Library 275

<b>Duties of the Human Resources Planning Subcommittee</b>
<ul style="list-style-type: none"> <li>• Review data and practices as they relate to staffing needs, recruitment, hiring, and retention of employees so to inform human resources planning.</li> <li>• Monitor trends in equity and diversity in order to include findings in human resources discussions.</li> <li>• Review mandated training requirements and their delivery and effectiveness.</li> <li>• Review Board Policies and Administrative Regulations pertaining to all faculty and classified staff.</li> </ul>

*Approved: 5/25/05; Revised 6/22/05, 8/06, 7/07, 10/07, 1/13/10, 9/14/11, 9/26/12, 10/13, 10/14, 10/15*

*District Planning and Advisory Council*  
**Technology Planning Subcommittee**

Members

Managers	Faculty	Classified	Students
Dan Rojas, Co-Chair Regina Ip Bob Myers Deirdre Weaver	Walter Meyer, Co-Chair Jinan Darwiche Tom Peters Peter Morse	Christine Miller	

Meetings: Third Friday of each month, 10:30 a.m. -12:00 noon in IT Conference Room 20

**Duties of the Technology Planning Subcommittee**

- Develop the annual Master Plan for Technology for submission to the District Planning and Advisory Council.
- Review technology planning issues respective to Budget, Human Resources, Facilities, Student Services, and Instruction.
- Focus on technology integration and communication with other college planning areas.
- Recommend campus-wide technology solutions and provide ongoing support for the maintenance of the Master Plan for Technology.

**Reference:** *2015-2016 MPE Institutional Objectives*

**OBJECTIVE 7**

Develop a plan for establishing consistent baseline funding for technology, infrastructure, and the staff needed to maintain and support all areas of the College is alignment with the Technology Master Plan

*Approved: 4/27/05; Revised 6/22/05, 8/06, 7/07, 1/13/10, 9/14/11, 10/13,10/14, 10/15*



Santa Monica Community College District  
**District Planning and Advisory Council**  
**DPAC ANNUAL REPORT**  
**2015-2016**

Date	Topic	Presented to/Considered/Discussed by	Consensus/Action
<b>Sorted Chronologically</b>			
July 8, 2015	Title IX Task Force Report	DPAC	A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations
		<p>The President’s Task Force on Title IX report was presented to DPAC for information. The report contains 22 recommendations based on mandates from the State and Federal governments and follows the format of the UC model. The report will be submitted to the Superintendent/ President.</p>	
	Administrative Regulation 3122, Sexual Misconduct	<p>Administrative Regulation 3122, Sexual Misconduct: A revised version of Administrative Regulation 3122 was reviewed and discussed. Suggestions made at the meeting will be incorporated and the final version will be distributed to members of DPAC and submitted to the Superintendent/ President.</p>	

Recommendation to Superintendent/President  
Superintendent/President’s Response



July 22, 2015	Business Continuity Plan	The recommendation will be forwarded to the Superintendent/President for consideration.	<p>#152-A  Motion was made by Mitra Moassessi and seconded by Katharine Muller to approve the following recommendation from Budget Planning Subcommittee. Unanimously approved.</p> <p><i>The Budget Planning Subcommittee recommends to DPAC that the District fully fund the Business Continuity Plan proposed by the DPAC Technology Subcommittee in the 2015-2016 budget.</i></p>
July 22, 2015	Master Plan for Education Update, 2015-2016.	DPAC continued its review of the Responses to Institutional Objectives for 2014-2015 and the draft Institutional Objectives for 2015-2016. They will be finalized at the next DPAC meeting.	
July 22, 2015	DPAC Planning Subcommittees: Reaching quorum	To address the issue of DPAC planning subcommittees not reaching quorum because of nonattendance by students, it was unanimously agreed that a quorum for subcommittees will require a simple majority of members appointed by employee constituency groups. All other rights and responsibilities, such as voting, will remain the same.	
July 22, 2015	DPAC Meetings – August 2015	The DPAC meeting on August 12, 2015 has been cancelled. The next meeting will be August 26, 2015 at 3:30 p.m.	

Recommendation to Superintendent/President  
Superintendent/President's Response

August 26, 2015	Budget: 2015-2016 Adopted Budget	Chris Bonvenuto presented an overview of the 2015-2016 Budget to be presented to the Board of Trustees on September 1, 2015 for adoption.	
August 26, 2015	Budget: Designated Reserve Item	<p><u>Designated Reserve Item in the 2015-2016 Adopted Budget.</u></p> <p>The motion for this recommendation was made at the DPAC Budget Planning Subcommittee because the issue of the designated reserve item "Reserve for Future STRS and PERS increases" was not discussed with the subcommittee before the decision was made to include the item in the budget.</p>	<p><b>#153-A</b>  The recommendation was approved by DPAC as follows:  DPAC recommends that the Designated Reserve item "Reserve For Future STRS And PERS Increases" in the 2015-2016 Adopted Budget be eliminated.</p> <p>Made By: Mitra Moassessi  Seconded By: Peter Morse  Ayes: 4 (Academic Senate, Faculty Association, CSEA)  Noes: 2 (Administration, Management Association)  Absent: Associated Students</p> <p><i>The recommendation was approved and will be forwarded to the Superintendent/President for consideration</i></p>
August 26, 2015	Full-Time Faculty Hiring		<p><b>#154-A</b>  Resolution Regarding Full-Time Faculty Hiring  The resolution was amended and approved by DPAC as follows:  WHEREAS the 2015-2016 California Budget includes \$62.32 million dollars for "increasing the number</p>

Recommendation to Superintendent/President  
Superintendent/President's Response

of full-time faculty within the community college system" (SB 97 – Budget Act of 2015),  
AND WHEREAS the Chancellor's Office of the California Community Colleges system has estimated that Santa Monica College's share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,  
AND WHEREAS Santa Monica College has been ranked by the Chancellor's Office in the lowest (worst) quartile based on the District's FTES-to-FON ratio,  
AND WHEREAS Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,  
BE IT RESOLVED that the DPAC recommends that a plan is developed to spend all of this new, ongoing revenue for the hiring of additional full-time instructional faculty beyond what was already planned for 2015-2016.

FTES=Full-time Equivalent Students  
FON=Faculty Obligation Number  
Made By: Georgia Lorenz  
Seconded By: Jennifer Merlic  
*The resolution was unanimously approved and will be forwarded to the Superintendent/President for consideration.*

<p>August 26, 2015</p>	<p>Business Continuity Plan</p>	<p>Response from Superintendent/President on the following DPAC recommendation approved on July 22, 2015: <i>The Budget Planning Subcommittee recommends to DPAC that the District fully fund the Business Continuity Plan proposed by the DPAC Technology Subcommittee in the 2015-2016 budget.</i></p>	<p><b>Superintendent's Response:</b> The Superintendent's Office approves recommendation from DPAC to approve funding for the Business Continuity Plan including all equipment, professional services and maintenance as part of the 2015-16 budget for technology.</p>
<p>August 26, 2015</p>	<p>Master Plan for Education Update, 2015-2016</p>	<p>DPAC will continue review of the responses to Institutional Objectives for 2014-2015 and the draft Institutional Objectives for 2015-2016 at its next meeting on September 9, 2015.</p>	
<p>August 26, 2015</p>	<p>I-Cubed Projects Update</p>	<p>The I-Cubed Projects Update was distributed for review.</p>	
<p>September 9, 2015</p>	<p>Budget: Designated Reserve Item</p>	<p>Response from Superintendent/President on following DPAC recommendations approved August 26, 2015:  DPAC recommends that the Designated Reserve item "Reserve For Future STRS and PERS Increases" in the 2015-2016 Adopted Budget be eliminated.</p>	<p><b>Superintendent's Response</b> <i>I have carefully considered the recommendation to remove the designated reserve line item in the proposed 2015-16 budget identified for future STRS and PERS increases. I understand the concern that this line item was added to the budget before the Budget Committee was able to discuss its inclusion. However, I feel strongly that it is imperative the College adequately address the funding of these increases and therefore do not accept this recommendation.</i></p> <p><i>This line item is the first step in a plan which will require further</i></p>

**Recommendation to Superintendent/President  
Superintendent/President's Response**

September 9, 2015	Budget: Resolution Regarding Full-Time Faculty Hiring	<p><u>Resolution Regarding Full-Time Faculty Hiring</u></p> <p>WHEREAS the 2015-2016 California Budget includes \$62.32 million dollars for “increasing the number of full-time faculty within the community college system” (SB 97 – Budget Act of 2015),</p> <p>AND WHEREAS the Chancellor’s Office of the California Community Colleges system has estimated that Santa Monica College’s share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,</p> <p>AND WHEREAS Santa Monica College has been ranked by the Chancellor’s Office in the lowest (worst) quartile based on the District’s FTES-to-FON ratio,</p> <p>AND WHEREAS Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,</p> <p>BE IT RESOLVED that the DPAC recommends that a plan is developed to spend this new, ongoing revenue for the hiring of additional full-time faculty.</p>	<p>development and implementation moving forward, and I would expect the Budget Committee to participate in these discussions.</p> <p>Superintendent’s Response: I accept this recommendation as presented</p>
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September 9, 2015	Master Plan for Education Update, 2015-2016	DPAC reviewed the final responses to Institutional Objectives for 2014-2015 and the final Institutional Objectives for 2015-2016	<p><b>#155-A</b> Motion was made by Katharine Muller and seconded by Bob Dammer to approve the responses to the 2014-2015 Institutional Objectives. It was unanimously approved.</p> <p><b>#156-A</b> Motion was made by Katharine Muller and seconded by Georgia Lorenz to approve the Institutional Objectives for 2015-2016, except for one (#11). It was unanimously approved. #11 will be revised per discussion at the meeting and resubmitted for approval at the next meeting.</p>
September 9, 2015	DPAC Annual Report 2014-2015		<p><b>#157-A</b> Motion was made by Georgia Lorenz and seconded by Fran Chandler to approve the DPAC Annual Report, 2014-2015. It was unanimously approved.</p>
September 23, 2015	Master Plan for Education Update, 2015-2016	<p>DPAC approved Institutional Objective #11, thereby completing the Institutional Objectives for 2015-2016.</p> <p><b>OBJECTIVE 11</b></p> <p>Develop and implement a long-term plan to increase the percentage and net number of full-time faculty. The plan will include a target percentage, timelines, and benchmarks.</p>	



September 23, 2015	Academic Senate 2015-2016 Goals and Objectives	The Academic Senate 2015-2016 Goals and Objectives were presented for review.	
October 28, 2015	Master Plan for Education Update, 2015-2016		<b>#158-A</b> Motion was made by Jesse Randel and seconded by Peter Morse to approve the Master Plan for Education Update, 2015-2016: It was unanimously approved.
October 28, 2015	DPAC Charter and Organization, 2015-2016		<b>#159-A</b> Motion was made by Mitra Moassessi and seconded by Howard Stahl to approve the DPAC Charter and Organization, 2015-2016 with additions and corrections made at the meeting. It was unanimously approved.
November 12 and 13, 2015	Superintendent/President Finalists	Meeting with finalists for the Superintendent/President, as follows:  <u>Thursday, November 12<sup>th</sup> in the Loft (Drescher Hall 300-E)</u> 10:30 a.m. Dr. Tim McGrath 3:30 p.m. Dr. Larry Buckley  <u>Friday, November 13<sup>th</sup> in the Loft (Drescher Hall 300-E)</u> 10:30 a.m. Dr. Rachael Rosenthal 3:30 p.m. Dr. Kathryn Jeffery	
November 18, 2015	Agenda – Committee reports only		
January 13, 2016	Agenda - Committee reports only		

Recommendation to Superintendent/President  
Superintendent/President's Response

February 10, 2016	Budget Planning Subcommittee Recommendation: Softening of Enrollment	The following motion was unanimously passed at its meeting on February 3, 2016:  In light of the softening in enrollment and the impact that this will have on the fiscal stability of the District, the DPAC Budget Committee recommends to DPAC that it further investigate this issue and the impact it will have on planning.	Vice-President of Enrollment Development Teresita Rodriguez will be attending the next Budget Committee to present information on efforts to address the enrollment situation. It was agreed that the topic be placed on the agenda for discussion at a future DPAC meeting.
February 10, 2016	Audit Report, 2014-2015	2014-2015 Audit Report: Chris Bonvenuto, Chief Director of Business Services, provided an overview of the District's 2014-2015 Audit Report and the Proposition 39 Financial and Performance Audits prepared by the District's contracted independent auditor Vicente, Lloyd & Stutzman, LLP. The Auditor's opinion was that the basic financial statements present fairly, in all material respects, the District's financial position as of June 30, 2015.	
February 10, 2016	Facilities: Capital Outlay Program Update	Greg Brown, Director of Facilities Planning, presented an overview of construction projects, as follows: <u>Projects currently in construction:</u> <ul style="list-style-type: none"> <li>• The Center for Media and Design (formerly Academy of Entertainment and Technology, projected completion date – end of 2016</li> <li>• East Wing, Performing Arts Center, projected completion date – summer 2016</li> <li>• Health, P.E., Fitness, Dance and Central Plant, projected completion date – end of 2016</li> <li>• Financial Aid Relocation, projected completion date – April 2016</li> </ul>	

Recommendation to Superintendent/President  
Superintendent/President's Response

February 24, 2016	Strategic Initiatives: GRIT and I-Cubed Update	<p>GRIT: Eric Oifer provided some highlights of the GRIT 2016 Update. The report is organized around four key areas – authentic engagement, applied learning, growth mindset and social support.</p> <p>I-Cubed: Georgia Lorenz presented the updated Institutional Imagination Initiative (I-Cubed) Project list. A new category “Projects Institutionalized 2015” was added.</p>	
February 24, 2016	Air Conditioning in College Facilities	<p>Greg Brown reported that the study from P2S Engineering was received in January 2016 which was an assessment of all major buildings that do not have air conditioning. Findings from the report will assist staff in determining temporary and permanent solutions. The overall cost for installing permanent air conditioning in all facilities is about \$8 million. The current bond does not include funds for air conditioning/retrofitting, so the college would need to look at other funding or potential future bond issue for permanent air conditioning. The chiller loop will resolve the problem in HSS in the future. As an interim measure, there are plans for setting up temporary air conditioning for Letters and Science, Liberal Arts, Counseling, Science wing, second floor Cayton Center and the Madison Building at the Performing Arts Center. This would involve running air conditioning with a generator through ductwork to the buildings. The estimated cost is \$30,000 - \$50,000 per month per building. Advance notice is needed for</p>	

Recommendation to Superintendent/President  
 Superintendent/President's Response

		<p>these installations, so the District will go out to bid soon to have temporary air conditioning for those buildings on standby for this fall. It was requested that the plan include summer. Follow up information will be included in the DPAC Facilities Planning Subcommittee reports.</p>	
<p>February 24, 2016</p>	<p>Full-Time Faculty Hiring</p>	<p>75/25 Full-Time Hiring Task Force Report: The Full-Time Hiring Task Force developed a plan to address the issue of full-time faculty hiring at Santa Monica College. The work was driven by the Master Plan for Education 2015-2016 Update (objective 11) two Academic Senate strategic initiatives and the Board of Trustees Goals and Priorities. The plan includes two options. Option 1 is an increase of 2.5 percent per year, 60 percent by 2021-22, 75 percent by 2027-28. Option 2 is 5 percent per year, 62.5 percent by 2019-20, 75 percent by 2022-23.</p>	<p><b>#160-A</b> Motion was made by Mitra Moassessi and seconded by Peter Morse that DPAC approve Option 2 (5 percent) for the first year (2017-18) and revisit the plan every year. It was unanimously approved. <i>The recommendation will be forwarded to the Superintendent/President for consideration.</i></p>
<p>March 9, 2016</p>	<p>Enrollment: Other Enrollment Strategies</p>	<p>Vice-President of Enrollment Development Teresita Rodriguez attended the Budget Planning Subcommittee meeting to present information on the softening of enrollment. This generated a discussion about what the District might do to address the issue. Data has been studied that reveals there are fewer students in high school which makes it a declining market. Consequently, a variety of strategies are being discussed to attract new markets. One concept is a pilot program to offer an early summer session to capture students who are full-time at four-year universities whose spring semester ends mid-May. This early summer session would not affect the regular summer session beginning on June</p>	

Recommendation to Superintendent/President  
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		<p>20<sup>th</sup>. This session would need to be put together quickly since the classes would start May 16<sup>th</sup> and there needs to be enough time for marketing and enrollment. There were some questions and concerns raised at the meeting, and it was agreed that the concept of pilot program of an early summer session as well as other strategies to address the softening of enrollment will be placed on the agenda for the next DPAC meeting.</p>	
March 23, 2016	Enrollment: Other Enrollment Strategies	<p>DPAC Chair Designee Teresita Rodriguez reported that there is not enough time to resolve the issues related to the concept of an early start summer session. Other enrollment strategies will continue to be explored.</p>	
March 23, 2016	Enrollment: Other Enrollment Strategies	<p>A discussion of other enrollment strategies included the following ideas:</p> <ul style="list-style-type: none"> <li>- Academic Affairs and department chairs consider the possibility of faculty accepting more students in their classes with appropriate compensation for oversized classes.</li> <li>- Increase on-line courses</li> <li>- Using existing infrastructure to offer special programs, for example MCAT, LCAT</li> <li>- Attract a new market by offering CEUs</li> <li>- Determine why students are taking fewer than 12 units</li> <li>- Develop schedule more efficiently with a holistic approach, consider scheduling intelligence software</li> <li>- Develop incentives for students to enroll in more units</li> <li>- Learn from other districts</li> </ul>	

Recommendation to Superintendent/President  
Superintendent/President's Response

		<ul style="list-style-type: none"> <li>- Trade programs</li> <li>- Reach out to large groups of people who might not be thinking about attending SMC</li> <li>- Do an analysis of first week drops</li> <li>- Market to active service members and veterans</li> <li>- Encourage public transportation</li> </ul>	
<p>March 23, 2016</p>	<p>Master Plan for Education Update 2016-2017: Review of Process, Schedule for 2016</p>	<p>The schedule for developing the MPE Update was reviewed. It was agreed that the DPAC meeting on August 10<sup>th</sup> would be cancelled. It was also agreed that the meeting on April 13<sup>th</sup> be cancelled.</p>	
<p>April 27, 2016</p>	<p>Full-Time Faculty Hiring</p>	<p>Response to DPAC recommendation approved on February 24, 2016:  Motion was made by Mitra Moassessi and seconded by Peter Morse that DPAC approve Option 2 (5 percent) for the first year (2017-18) and revisit the plan every year. It was unanimously approved.  <i>The recommendation will be forwarded to the Superintendent/President for consideration.</i></p>	<p><u>Superintendent's Response:</u>  I have received the recommendation from DPAC regarding a plan to address the issue of full-time faculty hiring. I am pleased to report that we are exceeding our commitment of hiring 23 new faculty previously recommended for 2016-2017. Each new faculty hire represents a long-term financial obligation which, along with future budget projections, must be factored into any decision on the number of new faculty to be hired in any given year. I am committed to increasing the percentage of full-time faculty and will do so within the constraints of annual budget projections, which will include all projected costs and on-going-funding needs.</p>

April 27, 2016	Institutional Effectiveness Report/Dashboard	<p>Dean of Institutional Research Hannah Lawler presented the following documents for review and discussion:</p> <ul style="list-style-type: none"> <li>Institutional Effectiveness Partnership Initiative (IEPI): This is a statewide initiative mandated by the Chancellor's Office.</li> </ul> <p>2015 Institutional Effectiveness Dashboard which shows how the college is doing in terms of student success.</p>	
April 27, 2016	Budget: 2015-2016 Quarterly Budget	<p>Chief Director, Business Services Chris presented an overview of the 2015-2016 third Quarter Budget Report. The report was reviewed and discussed at the DPAC Budget Planning Subcommittee and will be presented to the Board of Trustees at its meeting on May 3, 2016. The tentative budget for 2016-2017 will be presented to the Board in June.</p>	
April 27, 2016	Budget: CalPERS and CalSTRS unfunded liabilities	<p>The following recommendation approved by the Budget Committee on April 6, 2016 was presented.</p> <p>Recognizing that both CalPERS and CalSTRS have developed plans to address their unfunded liabilities and after thoroughly reviewing different options for the District to meet the increased costs of the upcoming CalPERS and CalSTRS rate increases, the DPAC Budget Committee recommends to DPAC that it reaffirm the District's approach to funding these additional costs and direct the Budget Committee to review this plan annually.</p>	<p><b>#161-A</b>  DPAC unanimously reaffirmed the District's approach to funding these additional costs and directed the Budget Committee to review this plan annually.</p>

May 11, 2016	Master Plan for Education Update 2016-2017	DPAC revised the schedule for development of Master Plan for Education Update	
May 11, 2016	Air Conditioning in College Facilities	<p>Status of Air-Conditioning for College Facilities: Request for Bids for temporary air conditioning systems for five buildings (Letters/Science, Liberal Arts, Counseling, Cayton Center and Performing Arts Center north building) have been sent out. Bidders are invited to walk the sites on May 17<sup>th</sup>. It is anticipated that the cost for each building will be \$50,000 per month for five months (June, if possible, July, August, September and October) for an estimated total of \$1.25 million. The bids will include the cost of the complete installation. It is hoped that the bid will be presented to the Board of Trustees for approval at its June meeting,</p>	
May 11, 2016	Facilities Planning Subcommittee Recommendation	<p>Motion was made by Peter Morse and seconded by Katharine Muller for DPAC to acknowledge receipt of the following recommendation approved by DPAC Facilities Planning Subcommittee on April 28, 2016:</p> <p><i>The DPAC Facilities Planning Subcommittee recommends that the College seek additional funding for the enormous backlog of facilities needs at the College.</i></p>	

Recommendation to Superintendent/President  
 Superintendent/President's Response



<p>May 25, 2016</p>	<p>Budget: 2016-2017 Tentative Budget</p>	<p>The following was approved at the Budget Planning Subcommittee meeting on April 20, 2016:</p> <p>The DPAC Budget Committees has reviewed and acknowledged the District's 2016-2017 Tentative Budget.  Motion Made By: Chris Bonvenuto  Seconded By: Matt Hotsinpiiler  Ayes: 13  Noes: 0</p> <p>Chris Bonvenuto presented an overview of the 2016-2017 tentative budget scheduled to be presented to the Board of Trustees at the June 7<sup>th</sup> meeting.</p>	
<p>May 25, 2016</p>	<p>Master Plan for Education Update 2016-2017: Discussion of Strategic Initiatives</p>	<p>GRIT: Eric Ofier provided an update on the GRIT Initiative. An Applied/Service Learning Senior Student Services Specialist housed in the Career Services Center has been hired to implement the 2015-16 MPE objective. The GRIT committee created a subcommittee that is discussing strategies for implementation and institutionalization of applied/service learning at SMC. The GRIT team drafted a potential 2016-2017 GRIT Institutional Objective, along with supporting activities.</p> <p>I-Cubed (Institutional Imagination Initiative): Georgia Lorenz reported that I-Cubed was a list of innovative projects presented to DPAC quarterly for review, but its function was not clear. She suggested that the list not be continued as an institutional objective for the Master Plan for Education Update.</p>	

<p>May 25, 2016</p>	<p>Bond Measure</p>	<p>SMC Facility Needs and Potential November 2016 Bond Measure: Don Girard circulated the booklet that was prepared for the Board of Trustees Study Session in March entitled <i>Facility Needs and Potential November 2016 Bond Measure</i>. He provided an overview of the potential project list on the Main Campus, the Performing Arts Center, the Bundy and Airport Arts Campus, and Potential Joint Use or Partnership Projects.</p>	
<p>June 8, 2016</p>	<p>Budget Committee Recommendations</p>	<p>The Budget Planning Subcommittee forwarded the following recommendations approved on June 1, 2016:</p> <p>In an effort to increase budget transparency, the DPAC Budget Committee recommends to DPAC that the Student ID Fee's name be changed to the General Fund Fee or the College Services Fee or some other name that more accurately matches the fee's purpose.</p> <p>The Budget Committee recommends to DPAC that the IEPI Indicator for Fund Balance have a stated goal of 5% and that the Budget Committee continue to review this goal moving forward.</p> <p>Made By: Martinez  Seconded By: Romano  Ayes: 7  Noes: 3  Motion Passed</p>	<p><b>#162-A</b>  DPAC approved the recommendations with a vote of 6 ayes, 2 noes (Adm/M.A.) and requested that they be forwarded to the Superintendent/President for consideration.</p>

Recommendation to Superintendent/President  
Superintendent/President's Response

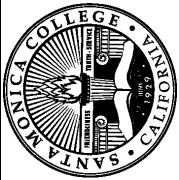
June 8, 2016	Master Plan for Education Update, 2016-2017	<p>DPAC reviewed the report <i>Significant Trends and Observations of the Institutional Effectiveness Committee in 2015-2016</i>. It is the role of the Institutional Effectiveness (IE) Committee to review data and identify some areas that might need attention. It has been DPAC's practice to review the annual IE report and identify potential institutional objectives for the Master Plan for Education update. However, since the IE Committee is an Academic Senate Committee, the IE recommendations must first be deliberated and approved by the Academic Senate before consideration by DPAC. Therefore, DPAC reviewed the following observations provided in the report:</p> <ul style="list-style-type: none"> <li>• Program Learning Outcomes</li> <li>• Successful African American and Hispanic Students: CTE Completion Rates</li> <li>• Employee Average Vehicle Ridership</li> <li>• Collegiality</li> </ul>	
June 8, 2016	Enrollment Strategies/FTES	<p>The following documents were distributed for review:</p> <ul style="list-style-type: none"> <li>• 2015-2016 Enrollment Summary (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> <li>• 2016-2017 Enrollment Summary (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> <li>• Summer/Fall 2016 Enrollment Summaries</li> <li>• 2016 Enrollment (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> </ul> <p>Summer 2016 enrollment is slightly ahead of summer 2015; Fall 2016 enrollment is</p>	

Recommendation to Superintendent/President  
Superintendent/President's Response

		<p>slightly behind fall 2015. There is concern about the declining enrollment which is a statewide trend. Some reasons for the decline include: (1) Demographics are changing with fewer high school graduates; (2) strength of the dollar is an issue for international students; (3) there is extreme competition with other institutions for non-resident/international students; and (4) applications for summer and fall have decreased.</p> <p>Strategies implemented to address the 10-12 percent decline in enrollment include:</p> <ul style="list-style-type: none"> <li>• Looking at ways to remove barriers to enrollment and streamline the process</li> <li>• Multiple Measures</li> <li>• Increasing communication to students</li> <li>• Condensing the enrollment cycle</li> <li>• Looking at non-traditional ways to incentivize enrollment; offer incentives to enroll or enroll in more courses</li> </ul> <p>The Budget Committee will be discussing ways to generate revenue and decrease expenditures to forward to DPAC.</p>	
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<p>June 22, 2016</p>	<p>Budget Committee Recommendation: Student ID Fee name</p>	<p>The Budget Planning Subcommittee forwarded the following recommendations approved on June 1, 2016. DPAC approved the recommendations with a vote of 6 ayes, 2 noes and requested that they be forwarded to the Superintendent/President for consideration.</p> <p>In an effort to increase budget transparency, the DPAC Budget Committee recommends to DPAC that the Student ID Fee's name be changed to the General Fund Fee or the College Services Fee or some other name that more accurately matches the fee's purpose.</p>	<p><b>Superintendent's Response: Consider Staff will be reviewing categories of student fees approved by the Chancellor's Office and determine what is legally acceptable.</b></p>
<p>June 22, 2016</p>	<p>Budget Committee Recommendation: Fund Balance</p>	<p>The Budget Committee recommends to DPAC that the IEFI Indicator for Fund Balance have a stated goal of 5% and that the Budget Committee continue to review this goal moving forward.</p>	<p><b>Superintendent's Response: Not approved</b> <b>One of the primary roles of the Board of Trustees is to ensure the financial stability of the institution. At its June meeting, the Board of Trustees adopted a 7.5% goal. Therefore, the DPAC recommendation does not align with the Board's goal and is denied.</b></p>
<p>June 22, 2016</p>	<p>Master Plan for Education Update, 2016-2017</p>	<p>The responses to the 2015-2016 Institutional Objectives were distributed for review. It was requested that members of DPAC review them for discussion at the next meeting.</p> <p>The Technology Objectives for 2016-2017 were presented. It was suggested that an Institutional Objective be developed that incorporates several of the Technology Objectives for 2016-2017.</p>	

**Recommendation to Superintendent/President Superintendent/President's Response**



Santa Monica Community College District  
**District Planning and Advisory Council**

**DPAC ANNUAL REPORT  
 2015-2016**

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Response to DPAC Recommendations
<b>Sorted by Topic</b>			
September 23, 2015	Academic Senate 2015-2016 Goals and Objectives	The Academic Senate 2015-2016 Goals and Objectives were presented for review.	
	Administrative Regulation 3122, Sexual Misconduct	Administrative Regulation 3122, Sexual Misconduct: A revised version of Administrative Regulation 3122 was reviewed and discussed. Suggestions made at the meeting will be incorporated and the final version will be distributed to members of DPAC and submitted to the Superintendent/ President.	
January 13, 2016	Agenda - Committee reports only		
November 18, 2015	Agenda – Committee reports only		
February 24, 2016	Air Conditioning in College Facilities	Greg Brown reported that the study from P2S Engineering was received in January 2016 which was an assessment of all major buildings that do not have air conditioning. Findings from the report will assist staff in determining temporary and permanent solutions. The overall cost for installing permanent air conditioning in all facilities is about \$8 million. The current bond does not include funds for air	

Recommendation to Superintendent/President  
 Superintendent/President’s Response

		<p>conditioning/retrofitting, so the college would need to look at other funding or potential future bond issue for permanent air conditioning. The chiller loop will resolve the problem in HSS in the future. As an interim measure, there are plans for setting up temporary air conditioning for Letters and Science, Liberal Arts, Counseling, Science wing, second floor Cayton Center and the Madison Building at the Performing Arts Center. This would involve running air conditioning with a generator through ductwork to the buildings. The estimated cost is \$30,000 - \$50,000 per month per building. Advance notice is needed for these installations, so the District will go out to bid soon to have temporary air conditioning for those buildings on standby for this fall. It was requested that the plan include summer. Follow up information will be included in the DPAC Facilities Planning Subcommittee reports.</p>	
<p>May 11, 2016</p>	<p>Air Conditioning in College Facilities</p>	<p>Status of Air-Conditioning for College Facilities: Request for Bids for temporary air conditioning systems for five buildings (Letters/Science, Liberal Arts, Counseling, Cayton Center and Performing Arts Center north building) have been sent out. Bidders are invited to walk the sites on May 17<sup>th</sup>. It is anticipated that the cost for each building will be \$50,000 per month for five months (June, if possible, July, August, September and October) for an estimated total of \$1.25 million. The bids will include the cost of the complete installation. It is hoped that the bid will be presented to the Board of Trustees for approval at its June meeting.</p>	

Recommendation to Superintendent/President  
 Superintendent/President's Response

February 10, 2016	Audit Report, 2014-2015	<p>2014-2015 Audit Report: Chris Bonvenuto, Chief Director of Business Services, provided an overview of the District's 2014-2015 Audit Report and the Proposition 39 Financial and Performance Audits prepared by the District's contracted independent auditor Vicente, Lloyd &amp; Stutzman, LLP. The Auditor's opinion was that the basic financial statements present fairly, in all material respects, the District's financial position as of June 30, 2015.</p>	
May 25, 2016	Bond Measure	<p>SMC Facility Needs and Potential November 2016 Bond Measure: Don Girard circulated the booklet that was prepared for the Board of Trustees Study Session in March entitled <i>Facility Needs and Potential November 2016 Bond Measure</i>. He provided an overview of the potential project list on the Main Campus, the Performing Arts Center, the Bundy and Airport Arts Campus, and Potential Joint Use or Partnership Projects.</p>	
June 22, 2016	Budget Committee Recommendation: Fund Balance	<p>The Budget Committee recommends to DPAC that the IEPI Indicator for Fund Balance have a stated goal of 5% and that the Budget Committee continue to review this goal moving forward.</p>	<p><u>Superintendent's Response: Not approved</u>  <i>One of the primary roles of the Board of Trustees is to ensure the financial stability of the institution. At its June meeting, the Board of Trustees adopted a 7.5% goal. Therefore, the DPAC recommendation does not align with the Board's goal and is denied.</i></p>

Recommendation to Superintendent/President  
 Superintendent/President's Response



<p>June 22, 2016</p>	<p>Budget Committee Recommendation: Student ID Fee name</p>	<p>The Budget Planning Subcommittee forwarded the following recommendations approved on June 1, 2016. DPAC approved the recommendations with a vote of 6 ayes, 2 noes and requested that they be forwarded to the Superintendent/President for consideration.</p> <p>In an effort to increase budget transparency, the DPAC Budget Committee recommends to DPAC that the Student ID Fee's name be changed to the General Fund Fee or the College Services Fee or some other name that more accurately matches the fee's purpose.</p>	<p><b>Superintendent's Response: Consider Staff will be reviewing categories of student fees approved by the Chancellor's Office and determine what is legally acceptable.</b></p>
<p>June 8, 2016</p>	<p>Budget Committee Recommendations</p>	<p>The Budget Planning Subcommittee forwarded the following recommendations approved on June 1, 2016:</p> <p>In an effort to increase budget transparency, the DPAC Budget Committee recommends to DPAC that the Student ID Fee's name be changed to the General Fund Fee or the College Services Fee or some other name that more accurately matches the fee's purpose.</p> <p>The Budget Committee recommends to DPAC that the IEPI Indicator for Fund Balance have a stated goal of 5% and that the Budget Committee continue to review this goal moving forward.</p> <p>Made By: Martinez Seconded By: Romano Ayes: 7 Noes: 3 Motion Passed</p>	<p><b>#162-A</b> DPAC approved the recommendations with a vote of 6 ayes, 2 noes (Adm/M.A.) and requested that they be forwarded to the Superintendent/President for consideration.</p>

**Recommendation to Superintendent/President Superintendent/President's Response**

February 10, 2016	Budget Planning Subcommittee Recommendation: Softening of Enrollment	The following motion was unanimously passed at its meeting on February 3, 2016:  In light of the softening in enrollment and the impact that this will have on the fiscal stability of the District, the DPAC Budget Committee recommends to DPAC that it further investigate this issue and the impact it will have on planning.	Vice-President of Enrollment Development Teresita Rodriguez will be attending the next Budget Committee to present information on efforts to address the enrollment situation. It was agreed that the topic be placed on the agenda for discussion at a future DPAC meeting.
August 26, 2015	Budget: 2015-2016 Adopted Budget	Chris Bonvenuto presented an overview of the 2015-2016 Budget to be presented to the Board of Trustees on September 1, 2015 for adoption.	
April 27, 2016	Budget: 2015-2016 Quarterly Budget	Chief Director, Business Services Chris presented an overview of the 2015-2016 third Quarter Budget Report. The report was reviewed and discussed at the DPAC Budget Planning Subcommittee and will be presented to the Board of Trustees at its meeting on May 3, 2016. The tentative budget for 2016-2017 will be presented to the Board in June.	
May 25, 2016	Budget: 2016-2017 Tentative Budget	The following was approved at the Budget Planning Subcommittee meeting on April 20, 2016: The DPAC Budget Committees has reviewed and acknowledged the District's 2016-2017 Tentative Budget. Motion Made By: Chris Bonvenuto Seconded By: Matt Hotsiniller Ayes: 13 Noes: 0 Chris Bonvenuto presented an overview of the 2016-2017 tentative budget scheduled to be presented to the Board of Trustees at the June 7 <sup>th</sup> meeting.	

Recommendation to Superintendent/President  
Superintendent/President's Response

<p>April 27, 2016</p>	<p>Budget: CalPERS and CalSTRS unfunded liabilities</p>	<p>The following recommendation approved by the Budget Committee on April 6, 2016 was presented.</p> <p>Recognizing that both CalPERS and CalSTRS have developed plans to address their unfunded liabilities and after thoroughly reviewing different options for the District to meet the increased costs of the upcoming CalPERS and CalSTRS rate increases, the DPAC Budget Committee recommends to DPAC that it reaffirm the District's approach to funding these additional costs and direct the Budget Committee to review this plan annually.</p>	<p><b>#161-A</b>  DPAC unanimously reaffirmed the District's approach to funding these additional costs and directed the Budget Committee to review this plan annually.</p>
<p>September 9, 2015</p>	<p>Budget: Designated Reserve Item</p>	<p>Response from Superintendent/President on following DPAC recommendations approved August 26, 2015:</p> <p>DPAC recommends that the Designated Reserve item "Reserve For Future STRS and PERS Increases" in the 2015-2016 Adopted Budget be eliminated.</p>	<p><b>Superintendent's Response</b>  I have carefully considered the recommendation to remove the designated reserve line item in the proposed 2015-16 budget identified for future STRS and PERS increases. I understand the concern that this line item was added to the budget before the Budget Committee was able to discuss its inclusion. However, I feel strongly that it is imperative the College adequately address the funding of these increases and therefore do not accept this recommendation.</p> <p>This line item is the first step in a plan which will require further development and implementation</p>

Recommendation to Superintendent/President  
Superintendent/President's Response

<p>August 26, 2015</p>	<p>Budget: Designated Reserve Item</p>	<p><u>Designated Reserve Item in the 2015-2016 Adopted Budget.</u>  The motion for this recommendation was made at the DPAC Budget Planning Subcommittee because the issue of the designated reserve item "Reserve for Future STRS and PERS increases" was not discussed with the subcommittee before the decision was made to include the item in the budget.</p>	<p><i>moving forward, and I would expect the Budget Committee to participate in these discussions.</i></p> <p><b>#153-A</b>  The recommendation was approved by DPAC as follows:  DPAC recommends that the Designated Reserve item "Reserve For Future STRS And PERS Increases" in the 2015-2016 Adopted Budget be eliminated.</p> <p><b>Made By:</b> Mitra Moassessi  <b>Seconded By:</b> Peter Morse  <b>Ayes:</b> 4 (Academic Senate, Faculty Association, CSEA)  <b>Noes:</b> 2 (Administration, Management Association)  <b>Absent:</b> Associated Students</p> <p><i>The recommendation was approved and will be forwarded to the Superintendent/President for consideration</i></p>
<p>August 26, 2015</p>	<p>Business Continuity Plan</p>	<p>Response from Superintendent/President on the following DPAC recommendation approved on July 22, 2015:  <i>The Budget Planning Subcommittee recommends to DPAC that the District fully fund the Business Continuity Plan proposed by the DPAC Technology Subcommittee in the 2015-2016 budget.</i></p>	<p><b>Superintendent's Response:</b>  The Superintendent's Office approves recommendation from DPAC to approve funding for the Business Continuity Plan including all equipment, professional services and maintenance as part of the 2015-16 budget for technology.</p>

**Recommendation to Superintendent/President Superintendent/President's Response**

July 22, 2015	Business Continuity Plan	The recommendation will be forwarded to the Superintendent/President for consideration.	<p><b>#152-A</b>  Motion was made by Mitra Moassessi and seconded by Katharine Muller to approve the following recommendation from Budget Planning Subcommittee. Unanimously approved.</p> <p><i>The Budget Planning Subcommittee recommends to DPAC that the District fully fund the Business Continuity Plan proposed by the DPAC Technology Subcommittee in the 2015-2016 budget.</i></p>
September 9, 2015	DPAC Annual Report 2014-2015		<p><b>#157-A</b>  Motion was made by Georgia Lorenz and seconded by Fran Chandler to approve the DPAC Annual Report, 2014-2015. It was unanimously approved.</p>
October 28, 2015	DPAC Charter and Organization, 2015-2016		<p><b>#159-A</b>  Motion was made by Mitra Moassessi and seconded by Howard Stahl to approve the DPAC Charter and Organization, 2015-2016 with additions and corrections made at the meeting. It was unanimously approved.</p>
July 22, 2015	DPAC Meetings – August 2015	The DPAC meeting on August 12, 2015 has been cancelled. The next meeting will be August 26, 2015 at 3:30 p.m.	

Recommendation to Superintendent/President  
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<p>July 22, 2015</p>	<p>DPAC Planning Subcommittees: Reaching quorum</p>	<p>To address the issue of DPAC planning subcommittees not reaching quorum because of nonattendance by students, it was unanimously agreed that a quorum for subcommittees will require a simple majority of members appointed by employee constituency groups. All other rights and responsibilities, such as voting, will remain the same.</p>	
<p>June 8, 2016</p>	<p>Enrollment Strategies/FTES</p>	<p>The following documents were distributed for review:</p> <ul style="list-style-type: none"> <li>• 2015-2016 Enrollment Summary (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> <li>• 2016-2017 Enrollment Summary (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> <li>• Summer/Fall 2016 Enrollment Summaries 2016 Enrollment (Credit, Non-Credit, All Resident FTES, Non-Resident FTES, Headcount)</li> </ul> <p>Summer 2016 enrollment is slightly ahead of summer 2015; Fall 2016 enrollment is slightly behind fall 2015. There is concern about the declining enrollment which is a statewide trend. Some reasons for the decline include: (1) Demographics are changing with fewer high school graduates; (2) strength of the dollar is an issue for international students; (3) there is extreme competition with other institutions for non-resident/international students; and (4) applications for summer and fall have decreased.</p> <p>Strategies implemented to address the 10-12 percent decline in enrollment include:</p> <ul style="list-style-type: none"> <li>• Looking at ways to remove barriers to enrollment and streamline the process</li> </ul>	

		<ul style="list-style-type: none"> <li>• Multiple Measures</li> <li>• Increasing communication to students</li> <li>• Condensing the enrollment cycle</li> <li>• Looking at non-traditional ways to incentivize enrollment; offer incentives to enroll or enroll in more courses</li> </ul> <p>The Budget Committee will be discussing ways to generate revenue and decrease expenditures to forward to DPAC.</p>	
<p>March 23, 2016</p>	<p>Enrollment: Other Enrollment Strategies</p>	<p>A discussion of other enrollment strategies included the following ideas:</p> <ul style="list-style-type: none"> <li>- Academic Affairs and department chairs consider the possibility of faculty accepting more students in their classes with appropriate compensation for oversized classes.</li> <li>- Increase on-line courses</li> <li>- Using existing infrastructure to offer special programs, for example MCAT, LCAT</li> <li>- Attract a new market by offering CEUs</li> <li>- Determine why students are taking fewer than 12 units</li> <li>- Develop schedule more efficiently with a holistic approach, consider scheduling intelligence software</li> <li>- Develop incentives for students to enroll in more units</li> <li>- Learn from other districts</li> <li>- Trade programs</li> <li>- Reach out to large groups of people who might not be thinking about attending SMC</li> </ul>	

		<ul style="list-style-type: none"> <li>- Do an analysis of first week drops</li> <li>- Market to active service members and veterans</li> <li>- Encourage public transportation</li> </ul>	
March 23, 2016	Enrollment: Other Enrollment Strategies	<p>DPAC Chair Designee Teresita Rodriguez reported that there is not enough time to resolve the issues related to the concept of an early start summer session. Other enrollment strategies will continue to be explored.</p>	
March 9, 2016	Enrollment: Other Enrollment Strategies	<p>Vice-President of Enrollment Development Teresita Rodriguez attended the Budget Planning Subcommittee meeting to present information on the softening of enrollment. This generated a discussion about what the District might do to address the issue. Data has been studied that reveals there are fewer students in high school which makes it a declining market. Consequently, a variety of strategies are being discussed to attract new markets. One concept is a pilot program to offer an early summer session to capture students who are full-time at four-year universities whose spring semester ends mid-May. This early summer session would not affect the regular summer session beginning on June 20<sup>th</sup>. This session would need to be put together quickly since the classes would start May 16<sup>th</sup> and there needs to be enough time for marketing and enrollment. There were some questions and concerns raised at the meeting, and it was agreed that the concept of pilot program of an early summer session as well as other strategies to address the softening of enrollment will be placed on the agenda for the next DPAC meeting.</p>	

Recommendation to Superintendent/President  
 Superintendent/President's Response



<p>May 11, 2016</p>	<p>Facilities Planning Subcommittee Recommendation</p>	<p>Motion was made by Peter Morse and seconded by Katharine Muller for DPAC to acknowledge receipt of the following recommendation approved by DPAC Facilities Planning Subcommittee on April 28, 2016:</p> <p><i>The DPAC Facilities Planning Subcommittee recommends that the College seek additional funding for the enormous backlog of facilities needs at the College.</i></p>	
<p>February 10, 2016</p>	<p>Facilities: Capital Outlay Program Update</p>	<p>Greg Brown, Director of Facilities Planning, presented an overview of construction projects, as follows:</p> <p><u>Projects currently in construction:</u></p> <ul style="list-style-type: none"> <li>• The Center for Media and Design (formerly Academy of Entertainment and Technology, projected completion date – end of 2016</li> <li>• East Wing, Performing Arts Center, projected completion date – summer 2016</li> <li>• Health, P.E., Fitness, Dance and Central Plant, projected completion date – end of 2016</li> <li>• Financial Aid Relocation, projected completion date – April 2016</li> </ul>	

<p>August 26, 2015</p>	<p>Full-Time Faculty Hiring</p>	<p>#154-A  <b>Resolution Regarding Full-Time Faculty Hiring</b>          The resolution was amended and approved by DPAC as follows:   <b>WHEREAS</b> the 2015-2016 California Budget includes \$62.32 million dollars for “increasing the number of full-time faculty within the community college system” (SB 97 – Budget Act of 2015),   <b>AND WHEREAS</b> the Chancellor’s Office of the California Community Colleges system has estimated that Santa Monica College’s share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,   <b>AND WHEREAS</b> Santa Monica College has been ranked by the Chancellor’s Office in the lowest (worst) quartile based on the District’s FTES-to-FON ratio,   <b>AND WHEREAS</b> Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,   <b>BE IT RESOLVED</b> that the DPAC recommends that a plan is developed to spend all of this new, ongoing revenue for the hiring of additional full-time instructional</p>
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Recommendation to Superintendent/President  
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			<p>faculty beyond what was already planned for 2015-2016.  FTEs=Full-time Equivalent Students  FON=Faculty Obligation Number  Made By: Georgia Lorenz  Seconded By: Jennifer Merlic  The resolution was unanimously approved and will be forwarded to the Superintendent/President for consideration.</p>
<p>September 9, 2015</p>	<p>Full-Time Faculty Hiring: Budget Resolution</p>	<p><u>Resolution Regarding Full-Time Faculty Hiring</u>  WHEREAS the 2015-2016 California Budget includes \$62.32 million dollars for “increasing the number of full-time faculty within the community college system” (SB 97 – Budget Act of 2015),  AND WHEREAS the Chancellor’s Office of the California Community Colleges system has estimated that Santa Monica College’s share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,  AND WHEREAS Santa Monica College has been ranked by the Chancellor’s Office in the lowest (worst) quartile based on the District’s FTEs-to-FON ratio,  AND WHEREAS Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,  BE IT RESOLVED that the DPAC recommends that a plan is developed to spend this new, ongoing revenue for the hiring of additional full-time faculty.</p>	<p><u>Superintendent’s Response:</u>  I accept this recommendation as presented</p>

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February 24, 2016	Full-Time Faculty Hiring	75/25 Full-Time Hiring Task Force Report: The Full-Time Hiring Task Force developed a plan to address the issue of full-time faculty hiring at Santa Monica College. The work was driven by the Master Plan for Education 2015-2016 Update (Objective 11) and the Board of Trustees Goals and Priorities. The plan includes two options. Option 1 is an increase of 2.5 percent per year, 60 percent by 2021-22, 75 percent by 2027-28. Option 2 is 5 percent per year, 62.5 percent by 2019-20, 75 percent by 2022-23.	<p><b>#160-A</b>  Motion was made by Mitra Moassessi and seconded by Peter Morse that DPAC approve Option 2 (5 percent) for the first year (2017-18) and revisit the plan every year. It was unanimously approved. The recommendation will be forwarded to the Superintendent/President for consideration.</p>
April 27, 2016	Full-Time Faculty Hiring	Response to DPAC recommendation approved on February 24, 2016: Motion was made by Mitra Moassessi and seconded by Peter Morse that DPAC approve Option 2 (5 percent) for the first year (2017-18) and revisit the plan every year. It was unanimously approved. The recommendation will be forwarded to the Superintendent/President for consideration.	<p><b>Superintendent's Response:</b>  I have received the recommendation from DPAC regarding a plan to address the issue of full-time faculty hiring. I am pleased to report that we are exceeding our commitment of hiring 23 new faculty previously recommended for 2016-2017. Each new faculty hire represents a long-term financial obligation which, along with future budget projections, must be factored into any decision on the number of new faculty to be hired in any given year. I am committed to increasing the percentage of full-time faculty and will do so within the constraints of annual budget projections, which will include all projected costs and on-going-funding needs.</p>
August 26, 2015	I-Cubed Projects Update	The I-Cubed Projects Update was distributed for review.	

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April 27, 2016	Institutional Effectiveness Report/Dashboard	<p>Dean of Institutional Research Hannah Lawler presented the following documents for review and discussion:</p> <ul style="list-style-type: none"> <li>Institutional Effectiveness Partnership Initiative (IEPI): This is a statewide initiative mandated by the Chancellor's Office.</li> </ul> <p>2015 Institutional Effectiveness Dashboard which shows how the college is doing in terms of student success.</p>	
August 26, 2015	Master Plan for Education Update, 2015-2016	<p>DPAC will continue review of the responses to Institutional Objectives for 2014-2015 and the draft Institutional Objectives for 2015-2016 at its next meeting on September 9, 2015.</p>	
September 9, 2015	Master Plan for Education Update, 2015-2016	<p>DPAC reviewed the final responses to Institutional Objectives for 2014-2015 and the final Institutional Objectives for 2015-2016</p>	<p><b>#155-A</b>  Motion was made by Katharine Muller and seconded by Bob Dammer to approve the responses to the 2014-2015 Institutional Objectives. It was unanimously approved.</p> <p><b>#156-A</b>  Motion was made by Katharine Muller and seconded by Georgia Lorenz to approve the Institutional Objectives for 2015-2016, except for one (#11). It was unanimously approved. #11 will be revised per discussion at the meeting and resubmitted for approval at the next meeting.</p>

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September 23, 2015	Master Plan for Education Update, 2015-2016	DPAC approved Institutional Objective #11, thereby completing the Institutional Objective for 2015-2016.  <b>OBJECTIVE 11</b>  Develop and implement a long-term plan to increase the percentage and net number of full-time faculty. The plan will include a target percentage, timelines, and benchmarks.	
October 28, 2015	Master Plan for Education Update, 2015-2016		<b>#158-A</b> Motion was made by Jesse Randel and seconded by Peter Morse to approve the Master Plan for Education Update, 2015-2016: It was unanimously approved.
July 22, 2015	Master Plan for Education Update, 2015-2016.	DPAC continued its review of the Responses to Institutional Objectives for 2014-2015 and the draft Institutional Objectives for 2015-2016. They will be finalized at the next DPAC meeting.	
May 11, 2016	Master Plan for Education Update 2016-2017	DPAC revised the schedule for development of Master Plan for Education Update	
May 25, 2016	Master Plan for Education Update 2016-2017: Discussion of Strategic Initiatives	GRIT: Eric Oifer provided an update on the GRIT Initiative. An Applied/Service Learning Senior Student Services Specialist housed in the Career Services Center has been hired to implement the 2015-16 MPE objective. The GRIT committee created a subcommittee that is discussing strategies for implementation and institutionalization of applied/service learning at SMC. The GRIT team drafted a potential 2016-2017 GRIT Institutional Objective, along with supporting activities.	

Recommendation to Superintendent/President  
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		<p>I-Cubed (Institutional Imagination Initiative): Georgia Lorenz reported that I-Cubed was a list of innovative projects presented to DPAC quarterly for review, but its function was not clear. She suggested that the list not be continued as an institutional objective for the Master Plan for Education Update.</p>	
<p>March 23, 2016</p>	<p>Master Plan for Education Update 2016-2017: Review of Process, Schedule for 2016</p>	<p>The schedule for developing the MPE Update was reviewed. It was agreed that the DPAC meeting on August 10<sup>th</sup> would be cancelled. It was also agreed that the meeting on April 13<sup>th</sup> be cancelled.</p>	
<p>June 8, 2016</p>	<p>Master Plan for Education Update, 2016-2017</p>	<p>DPAC reviewed the report <i>Significant Trends and Observations of the Institutional Effectiveness Committee in 2015-2016</i>. It is the role of the Institutional Effectiveness (IE) Committee to review data and identify some areas that might need attention. It has been DPAC's practice to review the annual IE report and identify potential institutional objectives for the Master Plan for Education update. However, since the IE Committee is an Academic Senate Committee, the IE recommendations must first be deliberated and approved by the Academic Senate before consideration by DPAC. Therefore, DPAC reviewed the following observations provided in the report:</p> <ul style="list-style-type: none"> <li>• Program Learning Outcomes</li> <li>• Successful African American and Hispanic Students: CTE Completion Rates</li> <li>• Employee Average Vehicle Ridership</li> <li>• Collegiality</li> </ul>	

<p>June 22, 2016</p>	<p>Master Plan for Education Update, 2016-2017</p>	<p>The responses to the 2015-2016 Institutional Objectives were distributed for review. It was requested that members of DPAC review them for discussion at the next meeting.</p> <p>The Technology Objectives for 2016-2017 were presented. It was suggested that an Institutional Objective be developed that incorporates several of the Technology Objectives for 2016-2017.</p>	
<p>February 24, 2016</p>	<p>Strategic Initiatives: GRIT and I-Cubed Update</p>	<p>GRIT: Eric Oifer provided some highlights of the GRIT 2016 Update. The report is organized around four key areas – authentic engagement, applied learning, growth mindset and social support.</p> <p>I-Cubed: Georgia Lorenz presented the updated Institutional Imagination Initiative (I-Cubed) Project list. A new category “Projects Institutionalized 2015” was added.</p>	



November 12 and 13, 2015	Superintendent/President Finalists	<p>Meeting with finalists for the Superintendent/President, as follows:</p> <p><u>Thursday, November 12<sup>th</sup> in the Loft (Drescher Hall 300-E)</u>  10:30 a.m. Dr. Tim McGrath  3:30 p.m. Dr. Larry Buckley</p> <p><u>Friday, November 13<sup>th</sup> in the Loft (Drescher Hall 300-E)</u>  10:30 a.m. Dr. Rachael Rosenthal  3:30 p.m. Dr. Kathryn Jeffery</p>	
July 8, 2015	Title IX Task Force Report	<p>The President's Task Force on Title IX report was presented to DPAC for information. The report contains 22 recommendations based on mandates from the State and Federal governments and follows the format of the UC model. The report will be submitted to the Superintendent/ President.</p>	

*Santa Monica Community College District*  
**DISTRICT PLANNING AND ADVISORY COUNCIL (DPAC)**  
**SUMMARY OF ACTIONS**  
**2015-2016**

During 2015-2016, DPAC and its planning subcommittees reviewed, discussed and considered many topics related to the Vision, Mission, and Goals/Supporting Goals, the Board of Trustees Goals and Priorities, Strategic Initiatives, and Student/ Institutional Learning Outcomes.

Following is a summary of 11 recommendations approved by DPAC during 2015-2016 grouped by its relationship to the Vision, Mission, and Goals – Supporting Goals.

**Goal 1 Innovative and Responsive Academic Environment**

*Continuously develop curricular programs, learning strategies, and services to meet the evolving needs of students and the community*

- #154-A.....Resolution Regarding Full-Time Faculty Hiring ..... August 26, 2015
- #160-A.....Resolution Regarding Full-Time Faculty Hiring ..... February 24, 2016

**Goal 2 Supportive Learning Environment**

*Provide access to comprehensive student learning resources such as library, tutoring and technology.*

*Provide access to comprehensive and innovative student support services such as admissions and records, counseling, assessment, outreach, and financial aid.*

**Goal 3 Stable Fiscal Environment**

*Respond to dynamic fiscal conditions through ongoing evaluation and reallocation of existing resources and the development of new resources*

- #152-A.....Approval of Business Continuity Plan..... July 22, 2015
- #153-A.....Recommendation to Eliminate Designated Reserve Item for Future STRS and PERS Increases ..... August 26, 2015
- #161-A.....Budget – CalPERS and CalSTRS Unfunded Liabilities ..... April 27, 2016
- #162-A.....Budget: Student ID Fee Name and Fund Balance Goal..... June 8, 2016

**Goal 4 Sustainable Physical Environment**

*Apply sustainable practices to maintain and enhance the college’s facilities and infrastructure including grounds, buildings and technology.*

**Goal 5 Supportive Collegial Environment**

*Employ decision making and communication processes that respect the diverse needs of the entire college community*

**Organizational Functions**

- #155-A..... Approval of Responses to Institutional Objectives, 2014-2015 ..... September 9, 2015
- #156-A..... Approval of Institutional Objectives, 2015-2016 (except for #11) ..... September 9, 2015
- #157-A..... Approval of DPAC Annual Report, 2014-2015 ..... September 9, 2015
- #158-A..... Approval of Master Plan for Education Update ..... October 28, 2015
- #159-A..... Approval of DPAC Charter and Organization, 2015-2016..... October 28, 2015

**Recommendation to Superintendent/President  
 Superintendent/President’s Response**