



Santa Monica Community College District  
District Planning and Advisory Council  
MEETING – JANUARY 10, 2018  
**AGENDA**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, January 10, 2018 at 3:00 p.m. at Santa Monica College Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order

II. Members

Teresita Rodriguez, Administration, Chair Designee  
Nate Donahue, Academic Senate President, Vice-Chair  
Mike Tuitasi, Administration Representative  
Chris Bonvenuto, Management Association President  
Erica LeBlanc, Management Association Representative  
Mitra Moassessi, Academic Senate Representative  
Peter Morse, Faculty Association President  
Tracey Ellis, Faculty Association Representative  
Robert Villanueva, CSEA President  
Martha Romano, CSEA Representative  
Jennifer Chen, Associated Students President  
Chase Matthews, Associated Students Representative

III. Review of Minutes: December 13, 2017

IV. Agenda

Public Comments

*Individuals may address the District Planning and Advisory Council (DPAC) concerning any subject that lies within the jurisdiction of DPAC by submitting an information card with name and topic on which comment is to be made. The Chair reserves the right to limit the time for each speaker.*

A. Discussion: Governance Structure

Review of discussion at DPAC meeting on November 22, 2017

DPAC reviewed and discussed institutional planning models of the following community college districts:

- Cabrillo College
- Citrus Colleges
- College of the Desert
- Fullerton College
- Long Beach City College
- Mt. San Antonio College

It was agreed that a Santa Monica College Institutional Planning Guide should be developed and be available internally and externally via the college's website. In addition to the usual planning elements common to most community college planning models, additional elements were identified as being important to include:

- The Academic Senate Institutional Effectiveness Committee should be integrated in the planning process
- A planning calendar/timeline tied to the budget calendar should be developed
- A glossary of common acronyms (Cabrillo College)
- The charges and focus of Academic Senate Committees that contribute to planning should be reviewed and modified to better align to the planning process and cycle.

Following is a list of observations and suggestions provided by members of DPAC:

- DPAC needs to focus on planning and know the difference between planning and solving a problem.
- Since there has been no roadmap for people to solve their problems, they bring them to DPAC. Delegation of authority is needed to define what should be addressed by DPAC.
- DPAC's authority and role should be more clearly defined. Planning bodies at other districts have more power than DPAC.
- Charges to the DPAC planning subcommittees should be reviewed/revise to support strategic initiatives. Institutional objectives should inform the assignments given to the subcommittees and DPAC should provide more direct assignments to its subcommittees. There should be feedback/input from the subcommittees to DPAC on addressing charges.
- Membership/constituency representatives and their roles on DPAC and subcommittees should be reviewed.
- DPAC and Academic Senate committees should be organized to better serve the planning process.
- Objectives should be reviewed and the logical sequence of actions determined (annual, multiple year) with resources identified to complete objectives.

V. Adjournment

Meeting schedule through June 2018 (second and fourth Wednesdays each month at 3 p.m.)

January 24, 2018

February 14, 28

March 14, 28

April 11, 25

May 9, 23

June 13, 27

**Governance Structure meetings**

VI. Council of Presidents Meeting

The Council of Presidents will set the agenda for the January 24, 2018 DPAC meeting.