



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **January 10, 2018** at Santa Monica College, Drescher Hall 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:07 p.m.

II. Members Present

Teresita Rodriguez, Administration, Chair Designee  
Nate Donahue, Academic Senate President, Vice-Chair  
Mitra Moassessi, Academic Senate Representative  
Erica LeBlanc, Management Association Representative  
Lisa Rose, Management Association Representative  
Tracey Ellis, Faculty Association Representative  
Lee Peterson, CSEA Representative  
Martha Romano, CSEA Representative

Others Present

Emil Zordilla

III. Motion was made by Mitra Moassessi and seconded by Erica LeBlanc to approve the minutes of the DPAC meeting on December 13, 2017. *Unanimously approved.*

IV. Agenda

A. Discussion: Governance Structure

DPAC discussed the minutes of the meeting on November 22<sup>nd</sup> at which the following institutional planning models of the community college districts were considered:

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

There was agreement on the following:

- The goal of DPAC's review of the SMC's governance structure is to look at the current planning processes, improve them and integrate all planning processes at the college.
- DPAC should use the Five-Year Strategic Initiatives to drive the development of the annual institutional objectives. Implementation of the institutional objectives should be a comprehensive process tied to budgeting and the committee and/or department responsible for implementation and tracking.
- DPAC's charges to the DPAC subcommittees need to be clarified and more descriptive. DPAC will work with subcommittees to review and develop the charges so they support the Strategic Initiatives and the annual institutional objectives.

- A timeline for the planning process needs to be developed.
- Agenda topics at future meetings:
  - February 14    Timeline (a draft will be developed and presented for discussion and input)
  - March 14        Role of and Charges to DPAC Subcommittees
- DPAC Subcommittee chairs will be asked to attend the next meeting (January 24<sup>th</sup>) for reports and stay for a discussion about the role of and charges to subcommittees.

V. Adjournment: 3:48 p.m.

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

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 set the agenda for the January 24, 2018 DPAC meeting.

- DPAC Subcommittee and Academic Senate Committee Reports
- Discussion with Subcommittee Chairs: Role of and Charges to DPAC Subcommittees