



Santa Monica Community College District
District Planning and Advisory Council
MEETING – OCTOBER 11, 2017
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 11, 2017** at Santa Monica College, Drescher Hall 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:04 p.m.

II. Members Present

Teresita Rodriguez, Administration, Chair Designee
Nate Donahue, Academic Senate President, Vice-Chair
Mike Tuitasi, Administration Representative
Mitra Moassessi, Academic Senate Representative
Lisa Rose, Management Association Representative
Katharine Muller, Management Association Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Lee Peterson, CSEA Representative
Martha Romano, CSEA Representative
Jennifer Chen, Associated Students President
Chase Matthews, Associated Students Representative

Others Present

Brenda Antrim
Matthew Hotsinpiller
Erica LeBlanc
Elisa Meyer
Walter Meyer
Elisa Meyer

III. Motion was made by Mitra Moassessi and seconded by Jennifer Chen to approve the minutes of the DPAC meeting on September 27, 20. *Unanimously approved with one abstention (Katharine Muller).*

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Matt Hotsinpiller, Co-Chairs: No report
- College Services Planning: Mike Tuitasi and Joan Kang, Co-Chairs: The subcommittee will be reviewing the responses to the College Services Satisfaction Survey and addressing issues with the food trucks on Pearl Street.
- Facilities Planning: Emil Zordilla and Lee Peterson, Co-Chairs: The subcommittee will be touring the Center for Media and Design and meet in the conference room there next week.
- Human Resources Planning: Tre-Shawn Hall-Baker and Kymberlyn McBride, Co-Chairs – No report
- Technology Planning: Dan Rojas and Walter Meyer, Co-Chairs: The Transformative Technology Planning Day was well attended and resulted in a productive discussion which will help the subcommittee determine what to address this year. A distillation of the discussion was distributed at the meeting.

B. Academic Senate Joint Committees

- Curriculum: Brenda Antrim, Chair and Jennifer Merlic, Vice-Chair: The Committee approved several non-substantive changes and one new course (Bus 9). The Committee will be discussing streamlining the process for submitting non-substantive and substantive changes through Curricunet.
- Program Review: Vicki Drake, Chair and Erica LeBlanc, Vice-Chair: The Committee will be reviewing DSPS. The Board Policy and Administrative Regulation have been approved and forwarded to the Academic Senate Executive Committee.
- Student Affairs: Bea Magallon, Chair, and Esau Tovar, Vice-Chair: The Committee is working on updating administrative regulations.
- Institutional Effectiveness: Elisa Meyer, Chair, and Hannah Lawler, Vice-Chair: The employee satisfaction survey will be rolled out and strong employee participation is encouraged. They are meeting with Information Technology regarding the technology metric and DPAC Budget Committee regarding the fiscal metric.

C. Associated Students: The Associated Students Board of Directors is encouraging student engagement; a club awareness video is available on Youtube at: <https://www.youtube.com/watch?v=2UgfsjIn8e0>

The A.S. Board will be attending the CCCSAA Student Leadership Conference in October; Club Row will be held on October 26th, there are 90 clubs this year.

D. Response from Superintendent/President on DPAC recommendation: None

V. Agenda

A. Discussion: Institutional Objective No. 1. Analyze the current governance structure and charges, specifically DPAC.

Methods to Accomplish the Objective and Anticipated Outcomes:

- DPAC appoints a subcommittee to review the DPAC Charter and Organization.
 - Solicit input from College community.
 - Present any recommendations to DPAC.
 - Recommendations forwarded to Superintendent/President
- DPAC Charter and Organization, 2017-2018: Membership on the DPAC Subcommittees was updated. The DPAC Charter and Organization will be reviewed as part of DPAC's analysis of the governance structure.
 - Excerpts from the Integrated Planning section of the *Strategic Planning and Facilitation Report* prepared by the Collaborative Brain Trust (CBT) were distributed. It was agreed that members review the document before the next meeting and be prepared with suggestions for areas of focus for this year. Members were encouraged to research planning processes at other districts.

VI. Adjournment: 4:30 p.m.

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

2017-2018

October 25

November 8, 22

December 13

January 10, 24, 2018

February 14, 28

March 14, 28

April 11, 25

May 9, 23

June 13, 27

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the October 25, 2017 DPAC meeting.