



Santa Monica Community College District
District Planning and Advisory Council
MEETING – NOVEMBER 8, 2017
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **November 8, 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
Chris Bonvenuto, Management Association President
Katharine Muller, Management Association Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Robert Villanueva, CSEA President
Martha Romano, CSEA Representative
Jennifer Chen, Associated Students President
Ale Boyd, Associated Students Representative

Others Present

Matthew Hotsinpiller
Erica LeBlanc
Walter Meyer
Lee Peterson
Dan Rojas

III. Motion was made by Katharine Muller and seconded by Mitra Moassessi to approve the minutes of the DPAC meeting on October 25, 2017.

IV. Reports

A. Planning Subcommittees

- Budget Planning: Chris Bonvenuto and Matt Hotsinpiller, Co-Chairs: No report
- College Services Planning: Mike Tuitasi and Analaura Paiva, Co-Chairs: The subcommittee discussed issues with the food trucks on Pearl Street and heard campus council opinion on the subject.
- Facilities Planning: Emil Zordilla and Lee Peterson, Co-Chairs: Renovation of the gym should be completed by the end of December; California Coastal Commission of the Early Childhood Education Center was approved and groundbreaking is expected in March 2018; the architect has been selected for the Math/Science addition; initial programming has been done for the temporary facility where Admissions/Records is currently; the role of the committee as the building programming continues.
- Human Resources Planning: Tre-Shawn Hall-Baker and Kymberlyn McBride, Co-Chairs – No report
- Technology Planning: Dan Rojas and Walter Meyer, Co-Chairs: Discussions included cyber security training options, faculty homepages and developing goals and recommendations for next year.

B. Academic Senate Joint Committees

- Curriculum: Brenda Antrim, Chair and Jennifer Merlic, Vice-Chair: Most actions coming through the committee are non-substantive changes.
- Program Review: Vicki Drake, Chair and Erica LeBlanc, Vice-Chair: Fall program reviews continue and review of six academic programs are planned for the spring. The Board Policy and Administrative Regulation have been forwarded to the Academic Senate Executive Committee and are moving through the process.
- 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: Finalizing the data metrics to be included in the annual IE dashboard.

C. Associated Students: Recent activities include Club Row, Sustainability Week, Homecoming and Spirit Week, Fantastic Friday Math Workshop. Upcoming activities include International Day on November 14th, Second Associated Students Concert Event, Asian Cultural Exchange and Friendsgiving on November 21st. Discussions included textbook costs and access codes.

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

DPAC Chair Teresita Rodriguez reported that she shared with Superintendent Kathryn Jeffery the comments made at the last DPAC meeting regarding administrative responsibility for institutional planning, in particular related to the Executive Vice-President. Dr. Jeffery will attempt to attend a future meeting to speak to DPAC about this.

V. Agenda

A. Discussion included how to proceed with identifying action plans for the 2019-2022 Strategic Initiatives and Objectives. It was agreed that the work being done by the Integrated Planning Workgroup and the Pathways Workgroup will result in action plans for the next five years related to Initiatives 1, 2 and 3.

Institutional objectives for 2017-2018 have already been identified in this year's Master Plan for Education Update, the majority of which directly support at least one strategic initiative. It is understood that by early 2018-2019, the master planning process will shift to identifying annual objectives to achieve progress on each of the strategic initiatives. A framework needs to be developed to link identified objectives to budget, human resources and other planning processes. The next meeting will focus on re-thinking the planning process. DPAC members were asked to look at planning models at other districts and present ones they like for discussion at the next meeting. Links to websites should be forwarded to Lisa Rose.

VI. Adjournment: 4:08 p.m.

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

2017-2018

November 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 November 22, 2017 DPAC meeting.

A. Review institutional planning models at other districts