



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **February 14, 2018** at Santa Monica College, Drescher Hall 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:06 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  
Erica LeBlanc, Management Association Representative  
Peter Morse, Faculty Association President  
Tracey Ellis, Faculty Association Representative  
Robert Villanueva, CSEA President  
Lee Peterson, CSEA Representative

Others Present

Matt Hotsinpiller

III. Motion was made by Peter Morse and seconded by Erica LeBlanc to approve the minutes of the DPAC meeting on January 24, 2018. *Unanimously approved, one abstention (Robert Villanueva)*

IV. Agenda

A. Governance Structure: Drafts of Planning Schedule. The following drafts were discussed:

- Annual Schedule for DPAC to Develop Actions Plans
- Five-Year Planning Calendar, 2017-2022
- Annual Planning Calendar, 2018-2019 (two versions)

DPAC members were encouraged to review the schedules and submit suggestions to Lisa. Teresita, Nate, Erica and Lisa will continue working on the schedules to resubmit to DPAC for review.

Nate Donahue distributed a draft of a document entitled *DPAC Innovation Planning Reorganization* that lists the six strategic initiatives and the responsible Academic Senate committees and DPAC subcommittees (attached).

Further discussion resulted in 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 Subcommittee chairs will be asked to attend the next meeting (February 28<sup>th</sup>) for reports and stay for a discussion about the role of and charges to subcommittees and how to be engaged in the planning process. DPAC will work with subcommittees to review and develop the charges so they support the Strategic Initiatives and the annual institutional objectives.

V. Adjournment: 4:30 p.m.

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

2018

February 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 February 28, 2018 DPAC meeting.

- A. DPAC Subcommittee and Academic Senate Committee Reports
- B. Discussion with Subcommittee Chairs: Role of and Charges to DPAC Subcommittees
- C. Status of 2017-2018 Institutional Objectives

## DPAC Innovation Planning Reorganization

DPAC will be responsible for directing and monitoring progress toward the goals outlined in the Strategic Master Plan, 2017-2022. DPAC will parse five year goals into yearly objectives, and assign existing college committees to direct action to complete them.

The **Institutional Effectiveness Joint Committee and the Institutional Research Department** will devise metrics to monitor yearly progress.

Strategic Planning Goals, 2017-22, and responsible committees:

### 1. Close the gaps in educational outcomes among student groups

- a. Integrated Planning Committee
- b. Pathways Redesign Steering Committee
- c. Equity and Diversity Senate Committee (Senate)
- d. Equity Steering Committee/ "Equity Speaks"
- e. Student Instructional Support Services (Senate)
- f. Professional Development Committee (Senate)
- g. CTE Committee (Senate)
- h. Distance Education (Senate)
- i. Department Chairs Committee (Senate)

### 2. Expand Santa Monica College's identity by enhancing and diversifying educational and career opportunities

- a. Pathways Redesign Steering Committee
- b. Distance Education (Senate)
- c. CTE Committee (Senate)
- d. Student Instructional Support (Senate)
- e. Department Chairs Committee (Senate)

### 3. Foster institutional effectiveness and innovation by improving long-term and integrated planning linked to resource allocation.

- a. Integrated Planning Committee
- b. Program Review (Senate)
- c. DPAC Budget Subcommittee
- d. Institutional Effectiveness Committee (Senate)/IR
- e. Student Instructional Support (Senate)
- f. New Faculty Ranking Committee
- g. Department Chairs Committee (Senate)
- h. DPAC Technology Subcommittee
- i. DPAC College Services

### 4. Develop a human resource plan which supports student success by achieving benchmark levels of full-time faculty, classified staff, and administrators.

- a. DPAC HR Subcommittee
- b. Personnel Policies (Senate)
- c. Equity and Diversity Committee (Senate)
- d. Program Review (Senate)
- e. Department Chairs Committee (Senate)\
- f. IEC (Senate)/IR

**5. Improve facilities and technology infrastructure, integration and staffing.**

- a. DPAC Facilities Subcommittee
- b. DPAC Technology Planning Subcommittee
- c. Information Services (Senate)
- d. Distance Education (Senate)
- e. Program Review (Senate)
- f. Student Instructional Support (Senate)
- g. DPAC HR Subcommittee
- h. DPAC College Planning Committee

**6. Assure an effective and dynamic college by ensuring long--term fiscal stability**

- a. DPAC Budget Subcommittee
- b. Program Review (Senate)
- c. Distance Education (Senate)
- d. Integrated Planning Committee