



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

I. Call to Order – 3:13 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
Erica LeBlanc, Management Association Representative
Lisa Rose, Management Association Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Martha Romano, CSEA Representative
Lee Peterson, CSEA Representative

Others Present

Dan Rojas

III. Motion was made by Peter Morse and seconded by Mitra Moassessi to approve the minutes of the DPAC meeting on February 28, 2018. *Unanimously approved.*

IV. Agenda

A. Mid-Year Update: 2017-2018 Institutional Objectives (see *attached with notations made at meeting*)

B. Discussion: Governance Structure

Survey for members of DPAC and DPAC Subcommittees

Teresita Rodriguez and Nate Donahue will develop questions for a survey to be prepared and distributed to members of DPAC and the DPAC subcommittees to receive more input on the structure and role of DPAC and its subcommittees.

Questions will include:

- What are subcommittees' current responsibilities?
- Where does the direction to the subcommittees come from?
- How are the subcommittee meeting agendas determined?
- Does the work of the subcommittees with DPAC make sense; is it integral to what DPAC is doing?
- How can subcommittees contribute to the new planning structure supporting the strategic initiatives?
- How should the work of the DPAC and its subcommittees be communicated to the college community?

Other questions that need to be addressed:

- Since DPAC is a planning body and not the appropriate place to deal with operational functions, where/how should operational issues be addressed?
- Is there opportunity in the planning process to discuss new and innovative ideas?

Planning for Spring 2018

Reports from groups that are doing work related to the strategic initiatives should be scheduled for DPAC meetings

V. Adjournment: 3:55 p.m.

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

2018

March 28

April 25

May 9, 23

June 13, 27

Governance Structure meetings

VI. Council of Presidents Meeting

The Council of Presidents set the agenda for the March 28, 2018 DPAC meeting.

- A. DPAC Subcommittee and Academic Senate Committee Reports
- B. Discussion: Scheduling of reports related to strategic initiatives for spring DPAC meetings (e.g. Guided Pathways, Student Success Initiatives)

2017-2018 INSTITUTIONAL OBJECTIVES

<p>OBJECTIVE 1</p> <p>Analyze the current governance structure and charges, specifically DPAC. Discussions at DPAC started in October 2017 and continue monthly.</p>	<p>Responsible Area(s) Superintendent/President DPAC</p>
<p>OBJECTIVE 2</p> <p>Increase the number and percentage of full-time instructional and non-instructional faculty, while at the same time increasing the number of applicants from diverse backgrounds. Data was requested to address this objective. Is Human Resources doing anything to increase applicants from diverse backgrounds.</p>	<p>Responsible Area(s) Human Resources Academic Affairs Academic Senate</p>
<p>OBJECTIVE 3</p> <p>Develop a District Technology Master Plan. A proposal has been forwarded to the Interim Executive Vice-President. It has a five-year scope and review at the end of each year and make adjustments moving forward. The college has a contract with an outside contractors to develop a plan (IEPI) grant has been submitted.</p>	<p>Responsible Area(s) Information Technology DPAC Technology Subcommittee</p>
<p>OBJECTIVE 4</p> <p>Develop a human resources plan that identifies appropriate staffing guidelines and benchmarks. Follow up with Human Resources</p>	<p>Responsible Area(s) Human Resources Academic Senate</p>
<p>OBJECTIVE 5</p> <p>Develop a multi-year District budget that is consistent with the Board of Trustees Core Priorities and Budget Objectives and Principles and aligns with the Colleges Strategic Initiatives and Objectives. Follow up with Chris Bonvenuto</p>	<p>Responsible Area(s) Business Services</p>
<p>OBJECTIVE 6</p> <p>Develop clear pathways for completion for all instructional programs. Pathways Tasks Force. Should have first 15 programs mapped by the end of the semester. Two great sessions were held on Flex Day. Excellent web site.</p>	<p>Responsible Area(s) Pathways Task Force Academic Affairs Curriculum Committee Academic Senate MIS</p>
<p>OBJECTIVE 7</p> <p>Develop and implement an enrollment plan that addresses the District's enrollment goals and challenges. In process. There will be a major report at the May Board meeting.</p>	<p>Responsible Area(s) Enrollment Development</p>
<p>OBJECTIVE 8</p> <p>Write and implement the Integrated Plan 2017-19 which includes SSSP (credit and noncredit), Student Equity, Basic Skills Initiative, and the Adult Education Block Grant. Major report submitted in January. Group continues to meet on implementation strategies</p>	<p>Responsible Area(s) Integrated Plan Committee</p>

<p>OBJECTIVE 9</p> <p>Collaborate with all gender, equity, and social justice workgroups to establish a centralized resource center and community space for students and staff who are in need of services pertaining to identity, discrimination, inclusion, gender and social justice issues, to open Fall 2018.</p> <p>First meeting of the Superintendent's Task Force is this Friday. Center probably won't open in Fall 2018.</p>	<p>Responsible Area(s)</p> <p>Gender Equity Work Group Associated Students Academic Senate Student Services Business Services Facilities</p>
<p>OBJECTIVE 10</p> <p>Institutionalize a systematic review of all current health and safety plans, policies and procedures and develop a process by which concerns and issues are addressed.</p> <p>Topic for Board Study Session on March 20, 2018. Management position established. Mike will find out who is doing what.</p>	<p>Responsible Area(s)</p> <p>Safety Committee Campus Police Risk Management SMMUSD</p>