A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) - College Services Subcommittee was held on Friday, February 27, 2015 at 9:00 a.m. in the Library Conference Room at Santa Monica College.

I. Call to Order: 9:10 a.m. Chair Michael Tuitasi presiding.

II. Members Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Michael Tuitasi</td>
<td>Manager (Co-chair)</td>
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<td>Joan Kang</td>
<td>CSEA Representative (Co-chair)</td>
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<td>Deirdre Weaver</td>
<td>Manager</td>
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<td>Maria Leon Vazquez</td>
<td>Manager</td>
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<td>Marina Parise</td>
<td>Academic Senate</td>
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<td>Thomas Chen</td>
<td>Faculty Association</td>
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<td>Michael Strathearn</td>
<td>Faculty Association</td>
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<td>Joanne Laurance</td>
<td>CSEA Representative</td>
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<td>Michele Harrison</td>
<td>CSEA Representative</td>
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<td>Hamza Sabri</td>
<td>Student Representative</td>
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II. Members Absent

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<tr>
<td>Sonali Bridges</td>
<td>Manager</td>
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<td>William Selby</td>
<td>Academic Senate</td>
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<td>Robert Villanueva</td>
<td>CSEA Representative</td>
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<td>Jessica Meshkani</td>
<td>Student Representative</td>
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<tr>
<td>Caitlin Corker</td>
<td>Student Representative</td>
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<tr>
<td>Rizwan Rashid</td>
<td>Student Representative</td>
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Guest:
Mike Eghbali, President of EM Group Inc.

DPAC Staff Support
Diana Askew

Review of Minutes:

   a. Motion by Hamza Sabri to approve the minutes as is; Seconded by Michael Strathearn
   b. Vote: Unanimous in favor of motion

Public Comments:

a. No public comments

Motion made to suspend roll call vote

a. Motion by Hamza Sabri; Seconded by Michael Strathearn
b. Vote: Unanimous in favor of motion.
III. **Associated Students-Food Voucher Program**

- Voucher program from Associated Students to Associated Students members
- Other areas have similar programs (CARE, Guardian Scholars, International Education Center)
- Program in early stages
- Learn how other programs work and revise to fit A.S. guidelines
- Mike Eghbali stated that at the beginning of the year one of the programs on campus may issue 1000 vouchers with a $5 limit. Voucher is no cash back, but the student must pay for anything above $5, and the program who is sponsoring the voucher pays for any redeemed vouchers.
- At the IEC, students are given vouchers to redeem during their orientation period.
- Question: How will A.S. identify who should receive the voucher? Answer: staff members, financial aid, but they must consider that distribution be equitable. Students would be limited to receiving 2 vouchers per month.
- Suggestion made to allocate a certain number of vouchers for non-A.S. members who might be unable to pay fee. Those unable to pay fee might be able to receive financial aid and have the fee waived.
- Suggestion made to provide a flyer of resources available (on and off-campus) to anyone receiving vouchers.
- Follow up: Hamza will bring back criteria for food voucher program at next meeting.

IV. **Vending Machines**

- No new updates at this time
- Adding certain foods to machines
  - International foods
  - Gluten free foods
  - Themed foods
- Plastic Free-SMC
  - Water bottles not feasible in some areas
  - Green certified and plastic-are not required to be biodegradable (Rationale: some biodegradable cups are not recyclable and plastic (bottles) more recyclable
- Follow up: Invite Cynthia Gonzalez to next meeting to discuss suggestions and make recommendations

V. **Bread Factory Space**

- Ask Chris to send RFP to discuss at March 13th meeting (Update: still working on it; once complete, it will be distributed to the committee)
- Goal is to send to the Board in mid-summer
- Construction/Renovation will need to go through DSA for approval
- Tentative opening date: Spring 2016

VI. **Updates:**

**Transportation:** developing a regulation for EV vehicles (limit on how long they can remain in space); bike stations; Big Blue Bus (some difficulty with drivers identifying AS students; issue with #10 line-some drivers do not allow students to ride for free).

**Emergency Preparedness:** Drill: Lockdown-April 30, 2015 at 9:20 am and 2:00 pm; locking mechanisms have been purchased and will soon be installed on all external doors; 500 cameras will be installed in high traffic areas; speaker being installed at Corsair Field-will hear up to 2 miles; ongoing training being conducted (Building Monitors are being trained on the evac chairs and AED units. October 15, 2015 at 10:15 am: CA ShakeOut

**Alumni Association:** banners installed in quad, which highlight different programs, current and future Alumni, and provide a GRIT-related tag line. The Alumni Office will working on writing the bios on those highlighted so that students can access the information using their
smart phone to read the QR code. Alumni Office is also asking faculty and staff to make any recommendations of any current or future alumni who can be featured in future banners.

VII. Other

VIII. Adjournment
Motion to adjourn made by Hamza Sabri; Seconded by Joanne Laurance at 9:55 a.m. Motion carried by general consent.

Next Meeting: Friday, March 13, 2015 at 9:00 am at the Library Conference Room (Room 275)