



Santa Monica Community College District
District Planning and Advisory Council
MEETING - APRIL 27, 2005
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **April 27, 2005 at 3 p.m.** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard. Santa Monica, California.

I. Call to Order - Thomas J. Donner, Interim Superintendent/President

II. Members Present

- Tom Donner, Chair
- Mark Abraham
- Lesley Kawaguchi
- Randy Lawson
- Ken Mason
- Katharine Muller
- Jeronimo Saldana
- Jeff Shimizu
- Lantz Simpson
- Richard Tahvildaran-Jesswein
- Giovanni Vela

Others Present

- Alan Buckley
- Deyna Hearn
- Esau Tovar

III. Agenda

1. Lesley Kawaguchi was elected Vice-Chair
2. Four planning subcommittees were established: Budget, Facilities, Human Resources, and Technology with appointments as follows:

<u>Budget Planning Subcommittee</u>	<u>Facilities Planning Subcommittee</u>
Reagan Romali, Co-Chair	Greg Brown, Co-Chair
Odemaris Valdivia	Mary Colavito
Fran Manion	Suzanne Borghei
Lantz Simpson	Lantz Simpson
Mitra Moassessi	Ken Mason
John Gonzalez	Katharine Muller
Erica LeBlanc	Judy Penchansky
Mona Martin	Charlie Yen
Bernie Rosenloecher	Bernie Rosenloecher
Tom Carter	Bernie Saffron
Giovanni Vela	Jim Galligan
(Student representatives to be named)	(Student representatives to be named)

<u>Human Resources Planning Subcommittee</u> Sherri Lee-Lewis. Co-Chair Richard Tahvildaran-Jesswein Ken Mason Kym McBride Brenda Benson Ian Fraser Randy Lawson (Classified representatives to be name) (Student representatives to be named)	<u>Technology Planning Subcommittee</u> Jocelyn Chong, Co-Chair Steve Hunt Teri Bernstein Dennis Frisch Howard Stahl Chris Bonvenuto Bob Dammer Teresita Rodriguez (Classified representatives to be named) (Student representatives to be named)
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3. Charges to the Budget and Technology Subcommittees were approved (see attached). Similar charges to the Facilities and Human Resources Subcommittees will be developed for approval at the next meeting.
4. The 2004-05 Attendance Analysis and the March 29, 2005 Financial Statements modified to show three scenarios were distributed to facilitate a discussion on addressing FTE recovery for 2004-05. The attendance report shows that the District will be approximately 550 FTE short of base recovery. Scenario A assumes 100% borrowing from summer 2005 to restore FTEs to full base; Scenario B assumes 50% borrowing; Scenario C assumes no borrowing. There was consensus that the District should proceed with Scenario A since the probability of achieving full recovery in 2005-06 is high.

IV. Adjournment: 4:50 p.m.

DPAC Meetings schedule, through December, 2005

May 11, 25
 June 8, 22
 July 13, 27
 August 10, 24
 September 14, 28
 October 12, 26
 November 9, 23
 December 14

The agenda for the next meeting on May 11th will include:

- a. Charges to Facilities and Human Resources Subcommittees
- b. Discussion of course scheduling during activity hour
- c. Additional ideas to ensure FTE restoration
- d. Discussion of possible College Services Subcommittee

The Budget Planning Subcommittee shall:

- Have recommending authority on budget matters to the District Planning and Advisory Council.
- Review, in a timely manner, tentative and final budgets for consistency with annual institutional goals and objectives, strategic institutional plans, and the college vision, mission, goals, and master plans, and forward recommendations to the District Planning and Advisory Council
- Review all financial resources available to Santa Monica College.
- Review institutional expenditure practices, policies, and categories—not specific budget items—for consistency and compliance with the college vision, mission, goals, and master plans and federal and state laws.
- Review and recommend funding requests and allocations that require institutional budget amendments.
- Report back to their respective constituencies on a regular basis.

The Technology Planning Subcommittee shall:

- Have recommending authority on technology planning matters to the District Planning and Advisory Council.
- Develop the annual Master Plan for Technology for submission to the District Planning and Advisory Council.
- Review technology planning issues respective to Budget, Human Resources, Facilities, Student Services, and Instruction.
- Focus on technology integration and communication with other college planning areas.
- Recommend campus-wide technology solutions and provide ongoing support for the maintenance of the Master Plan for Technology.