



Santa Monica Community College District
District Planning and Advisory Council
MEETING - NOVEMBER 23, 2005
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **November 23, 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: 3:05 p.m.

II. Members Present

Randal Lawson, Administration, Chair Designee
Jeff Shimizu, Administration
Katharine Muller, Management Association Representative
Teresita Rodriguez, Management Association Representative
Richard Tahvildaran-Jesswein, Academic Senate President,
Vice-Chair
Lesley Kawaguchi, Academic Senate Representative
Lee Peterson, CSEA Representative
Sadia Afolabi, Associated Students Representative

Others Present

Robert Adams
Georgia Bauman
Alan Buckley
Patricia Burson
Jocelyn Chong
John Gonzalez
Jeff Higley
Christine Schultz
David Zehr

III. Reviewed and accepted minutes of November 9, 2005 as presented.

IV, Reports

A. Planning Subcommittees

- Budget Planning: Reagan Romali reported that the chairs of the Budget and Technology Planning Subcommittees met to discuss the proposal to redesign the SMC website. They agreed on recommending to DPAC the appointment of a leader to coordinate the logistics of phase 1 during the next six months and to develop a relatively clear estimate on the cost of the proposal. It was confirmed that this project should be a priority in budget planning for 2006-07.
- College Services Planning: No report
- Facilities Planning: No report
- Human Resources Planning: No report

- Technology Planning: Jocelyn Chong reported that the subcommittee is moving forward with an initiative on information security. A draft document has been reviewed and hopefully a draft proposal with generic guidelines on awareness and responsibility can be forwarded to DPAC.

B. Academic Senate Joint Committees

- Curriculum: Chair David Zehr reported that one new course was approved; there was discussion on SMC math and English proficiency exams with a recommendation to continue the current policy; and a review of a new administrative regulation on the adjustment of graduation requirements for students with disabilities.
- Program Review: Chair Patricia Burson reported that most of the work of this committee will be done in the spring.
- Student Affairs: Georgia Bauman reported that the Committee is addressing issues related plus/minus grading, and is sending forward three administrative regulations.

V. Agenda

A. Old Business:

- The document prepared by a subcommittee and approved by DPAC regarding the college doable to increase/improve communication has been forwarded to the Superintendent/President. Interim Superintendent/President Tom Donner's response is that it is a good idea and he will relay the importance of this to the new Superintendent/President who will then work with DPAC on a process that he/she can support.
- Minutes of planning subcommittee meetings should be forwarded to Lisa Rose to be posted on the DPAC website.

- B. 2005-06 Master Plan for Education: The assignments of responsibilities related to objectives were finalized. It was agreed that DPAC should review one section of the objectives at each meeting. Accordingly, a review of "All Goals" will be on the agenda for the December 14th meeting. The Master Plan for 2005-06 is posted on the Policy and Planning website.

http://www.smc.edu/policies/MasterPlans/MasterPlan_Ed.htm

- C. Charges to planning subcommittees and discussion of possible process and timetable. There was consensus to table this discussion until the next meeting.
- D. *Project Airwaves*, student Jeff Higley presented a proposal for increasing communication that addresses the college "doable" to improve communication on campus. In response to a suggestion to refer the concept of the proposal to the Technology Planning Subcommittee, it was clarified that the proposal has already been referred to and has the support of the

Academic Senate Joint Information Services Committee.
It is being presented to DPAC for information.

- E. Budget Update: Reagan Romali presented the quarterly budget report as of September 30, 2005. The ending balance is a little over 3 percent; the Chancellors Office requires a 5 percent ending balance. The Budget Planning Subcommittee will be addressing how to produce a 5 percent ending balance and continue funding college priorities. Recommendations will be submitted to DPAC.

VI. Adjournment: 3:59 p.m.

DPAC Meetings schedule, through June, 2006

January 11, 25, 2006

February 8, 22

March 8, 22

April 12, 26

May 10, 24

June 14, 28

VII. The Council of Presidents set the agenda for the December 14, 2005 DPAC meeting. The agenda will include:

- 2005-06 Master Plan for Education: Status of Institutional Objectives - All Goals
- Charges to planning subcommittees and discussion of possible process and timetable, draft form
- Budget Update