



Santa Monica Community College District
District Planning and Advisory Council
MEETING - FEBRUARY 25, 2009
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, **February 25, 2009 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

II. Members

Randal Lawson, Administration, Chair Designee
Jeff Shimizu, Administration Representative

Kiersten Elliott,, Management Association President
Erica LeBlanc, Management Association Representative

Richard Tahvildaran-Jesswein, Academic Senate President, Vice-Chair
Eric Oifer, Academic Senate Representative

Lantz Simpson, Faculty Association President
Kathy Sucher, Faculty Association Representative

Bernie Rosenloecher, CSEA President
Leroy Lauer, CSEA Representative

David Chun, Associated Students President
Jafet Santiago, Associated Students Representative

III. Review of Minutes: February 11, 2009

IV. Reports

A. Superintendent/President - Response to DPAC Recommendation
February 11, 2009:

See attached list of recommendations for cost reductions.

V. Agenda

Public Comments

Individuals may address the District Planning and Advisory Council (DPAC) concerning any subject that lies within the jurisdiction of DPAC by submitting an information card with name and topic on which comment is to be made. The Chair reserves the right to limit the time for each speaker.

A. Discussion: Master Plan and Integration of Budget
Implications

B. Board Policy Section 2220: Classified Senate

C. Classified Professional Development Funds

VI. Adjournment

Meeting schedule through June, 2009 (second and fourth
Wednesdays each month at 3 p.m.)

March 11, 25

April 8, 22

May 13, 27

June 10, 24

VII. Council of Presidents Meeting

The Council of Presidents will set the agenda for the March 11, 2009
DPAC meeting.

Cost Reduction Recommendations

Approved by DPAC

February 11, 2009

--Short Term--

Advertising

The Budget Planning Subcommittee recommends that the College reduce and re-evaluate advertising budget according to the College enrollment goal.

Auxiliary

The Budget Planning Subcommittee recommends the CBO review and implement effective and efficient operational procedures in Auxiliary services that may allow auxiliary funds to cover general fund costs.

Contracts

The Budget Planning Subcommittee recommends that the CBO move quickly to review, evaluate (and reorganize where necessary) all contracts and purchasing policies and procedures.

Credit Card

The Budget Planning Subcommittee recommends that the District investigate and establish an SMC affinity program for faculty, staff, managers and alumni.

Designated Reserves

The Budget Planning Subcommittee recommends that the College not expend the money in the designated reserves for GASB from now through the end of 2009-2010.

Fund 03

The Budget Planning Subcommittee recommends the College transfer allowable expenditures from 01 accounts to 03 account where possible (and legal).

Legal

The Budget Planning Subcommittee recommends the District review Human Resources' legal expenditures and consider efficiencies in college-wide legal services.

Notifications

The Budget Planning Subcommittee recommends the College reduce postage expenses.

Staffing

The Budget Planning Subcommittee recommends the College reduce the use of temporary non-permanent employees where appropriate. (already being implemented)

The Budget Planning Subcommittee recommends the College reduce the use of consultants where appropriate.

The Budget Planning Subcommittee recommends the College consider hiring faculty members for project manager positions where appropriate.

The Budget Planning Subcommittee recommends the College consider campus-wide retirement incentive (e.g., golden handshake), but ONLY if number of employees per unit stays the same within one year.

Student Services

The Budget Planning Subcommittee recommends the College consider combining/consolidating student services in one physical location during weekend/evening hours where appropriate.

--Long Term--

Airport Campus

The Budget Planning Subcommittee recommends the College eliminate the lease and maintenance costs associated with the airport campus.

Construction

The Budget Planning Subcommittee recommends the College reduce lifecycle and operating costs through improved control in facility design and construction.

Distance Education

The Budget Planning Subcommittee recommends the College continue exploring cost-effective distance education platforms through existing shared governance process.

Technology

The Budget Planning Subcommittee recommends the College implement technology to achieve highest cost-savings possible (e.g., administrative systems).