



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – DECEMBER 8, 2010**  
**AGENDA**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, **December 8, 2010** at 3:00 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

Al Vasquez, Management Association President  
Erica LeBlanc, Management Association Representative

Eric Oifer, Academic Senate President, Vice-Chair  
Janet Harclerode, Academic Senate Representative

Mitra Moassessi, Faculty Association President  
Sandra Burnett, Faculty Association Representative

Bernie Rosenloecher, CSEA President  
Leroy Lauer, CSEA Representative

Tiffany Inabu, Associated Students President  
Chantelle Eastman, Associated Students Representative

III. Review of Minutes: November 10, 2010

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs
- College Services Planning: Mike Tuitasi and Rochelle Watkins, Co-Chairs
- Facilities Planning: J.C. Keurjian and Lee Peterson, Co-Chairs
- Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs
- Technology Planning: Bob Dammer and Simon Balm, Co-Chairs

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair
- Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair
- Student Affairs: Greg Brookins, Chair, and Denise Kinsella, Vice-Chair
- Student Learning Outcomes: Christine Schultz and Lesley Kawaguchi, Co-Chairs, and Erica LeBlanc, Vice-Chair

C. Associated Students

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. DPAC Planning Subcommittee Structure/Charges
- B. Follow-Up on Institutional Effectiveness Report
- C. Recommendations from Budget Planning Subcommittee

(1) The Budget Committee continued discussing and evaluating Revenue and Savings Ideas. The following ideas were unanimously recommended to be forwarded to DPAC for further consideration.

<b>Idea</b>	<b>Type</b>	<b>Description</b>
Open-Air Market	Revenue	The Budget Committee recommends that the District evaluate the feasibility of conducting weekend “swap meets” at certain campus sites. Based on Budget Committee research, a third-party promoter/operator model has been successful at other community colleges.
Affinity Credit Card	Revenue	The Budget Committee recommends that the District authorize a financial institution to market an affinity credit card for Santa Monica College.
Educational Tours	Revenue	The Budget Committee recommends that the District consider partnering with other institutions to create revenue-producing Educational tours.
Distance Education	Savings	Recognizing that the migration would require a multi-year effort and that all necessary features faculty and students expect will need to be implemented in any selected distance education platform and recognizing that faculty will need to be supported in any switch and that faculty will need to drive this process forward, the Budget Committee recommends that the District explore moving to an open-source Distance Education platform to realize long-term savings.
District Benefits Audit	Savings	The Budget Committee recommends that the District regularly perform a comprehensive benefits audit to verify the eligibility of those on the District health plans as well as investigate the free services offered by PERS in this area.
Savings Awareness Workshops for Employees	Savings	The Budget Committee recommends that the District consider running workshops on various topics to help employees conserve resources. Topics would include overhead projector bulb usage, copying, printing, managing electricity use and reducing water use.
Improvement of Business Functions	Savings	The Budget Committee recommends that the District put adequate resources and priority behind the current efforts underway to improve the policies and procedures of the business functions of all departments involved in the setting up, reporting of and generation of payroll-related warrants as well as benefits and retirement reporting.

- (2) At its meeting on December 1, 2010, the Budget committee passed the following motion for DPAC to consider: The Budget Committee recommends to DPAC to affirm the College's current accounting practice of recognizing one-time monies upon receipt.

Motion Made By: Eric Oifer

Seconded by: Connie Lemke

Adopted by Consensus

VI. Adjournment

Meeting schedule through June, 2011 (second and fourth Wednesdays each month at 3 p.m.)

2011

January 12, 26

February 9, 23

March 9, 23

April 13, 27

May 11, 25

June 8, 22

VII. Council of Presidents Meeting

The Council of Presidents will set the agenda for the January 12, 2011 DPAC meeting.