



Santa Monica Community College District
District Planning and Advisory Council
MEETING – APRIL 27, 2011
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **April 27, 2011** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:06 p.m.

II. Members Present

Randy Lawson, Administration, Chair
Eric Oifer, Academic Senate President, Vice-Chair
Jeff Shimizu, Administration Representative
Janet Harclerode, Academic Senate Representative
Al Vasquez, Management Association President
Erica LeBlanc, Management Association 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

Others Present

Hannah Alford
Greg Brown
Mary Colavito
Bob Dammer
Guido Davis Del Piccolo
Bob Isomoto
JC Keurjian
Jennifer Merlic
Katharine Muller
Lee Peterson
Steve Peterson
Howard Stahl
Mike Tuitasi

DPAC Staff Support

Lisa Rose

III. The minutes of the meeting on March 30, 2011 were accepted.

IV. Reports

A. Superintendent/President's Response to DPAC Recommendations, March 30, 2011 (2011-2012 Savings Ideas and 2011-2012 Revenue Ideas)

Following is the response provided on behalf of Superintendent/President Tsang regarding the 2011-2012 Cost Saving and Revenue Ideas submitted to him by DPAC:

He appreciates the efforts by the Budget Planning Subcommittee (BPSC) and DPAC in developing the 2011-12 Cost Saving and Revenue Ideas. However, he is returning the ideas to DPAC and the BPSC because he does not feel that they rise to the level of the severe state funding issues the District is facing. He requests that future recommendations incorporate some of the larger issues.

Additional comments:

- The list was similar to the ideas submitted to him two years ago.
- In most cases, issues are already being addressed. For instance, budget centers have already been directed to reduce the budget in the 5000 series by 15 percent for 2011-2012.
- A couple of the cost-savings ideas are not really budget recommendations: #4 is an accounting/ presentation issue; #5 addresses a policy issue and would likely result in increasing, rather than decreasing, expenditures.
- Suggestions submitted by college staff following the Town Hall meeting will be shared with DPAC and the Budget Planning Subcommittee.

B. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs: Recommendations are included on the agenda for consideration by DPAC.
- College Services Planning: Mike Tuitasi and Jennifer Alcaraz, Co-Chairs: Discussion included the water and vending contracts and the Bread Factory location.
- Facilities Planning: J.C. Keurjian and Lee Peterson, Co-Chairs: The Subcommittee (1) is developing a document that explains the entire facilities planning process from start to finish and (2) continues work on a document that explains operations and maintenance functions of the college. Both documents will be submitted to DPAC in the future.
- Human Resources Planning: Sherri Lee Lewis and Patricia Burson, Co-Chairs: The subcommittee is committed to developing a District-wide ethics statement by the end of the spring semester.
- Technology Planning: Bob Dammer and Wendy Parise, Co-Chairs: Discussions included technology planning recommendations, mobile technology, google apps, and implementation of the new website.

C. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The Curriculum Committee approved credit courses in MLT, Engl 85, an A.S. degree in Recycling and Resource Management, an A.A. and Certificate of Achievement in public policy, and a department certificate in Recycling and Resource Management.
- Program Review: Mary Colavito, Chair and Katharine Muller, Vice-Chair: The 2009-2010/2010-2011 Program Review Annual Report was presented for review and discussion. Revised to a calendar year schedule, the Program Review Annual Report is now aligned with the annual planning process. The Committee is moving towards an annual program review update process to be done on-line with a web-based module of the Curricunet system.

- Student Affairs: Greg Brookins, Chair, and Denise Kinsella, Vice-Chair: The Committee is working on Administrative Regulations 4211, 4350, 4410, 4411, 4412 and discussing the add code.
 - Institutional Effectiveness: Christine Schultz and Lesley Kawaguchi, Co-Chairs, and Erica LeBlanc, Vice-Chair: The SLO portal is completed and functional for instructional units. The portal does not work for the operational services and administrative units, so the Committee is discussing how to meet the needs of those areas.
- D. Associated Students Report: Tiffany Inabu, A.S. President: Club Row is Thursday; A.S. election results are out and the newly-elected A.S. President will be invited to the next DPAC meeting; the A.S. is developing its budget for 2011-2012 and hopes to continue supporting the Big Blue Bus program.
- E. State Budget: The Governor's May Revised budget will be out mid-May. At this point, the tentative budget for 2011-2012 is still based on unknown information, since the issue of an election to consider reinstatement of the temporary tax increases that sunset at the end of the fiscal year has not yet been resolved.

V. Agenda

Public Comments – None

1. Budget Planning Subcommittee Recommendations: The following recommendations were approved by the Budget Planning Subcommittee on April 20, 2011 and forwarded to DPAC for consideration:
 - a. In order to increase the cost-effectiveness of this campus and in light of the inability of the College to utilize half of the building space, the Budget Committee recommends to DPAC that the College work with the City of Santa Monica to renegotiate the cost of the Airport campus lease.
 - b. The Budget Committee accepts and affirms the 3rd Quarter Financial Report.

No action was taken by DPAC on the recommendations.

2. Follow-Up on Institutional Effectiveness Report:
 - Supportive Collegial Environment (Performance Indicator 3.1),
 - Stable Fiscal Environment (Performance Indicators 4.1-4.5)
 - Sustainable Physical Environment (Performance Indicators 5.1-5.3)

It was determined that the Institutional Effectiveness Committee will review and discuss the performance indicators in these three areas and come back to DPAC with some recommendations.

3. A draft of a Budget Glossary was distributed for review. It will be presented to the Budget Planning Subcommittee for consideration.
4. Discussion: Master Plan for Education – Report on 2010-2011 Objectives: DPAC reviewed the Program Review Committee Annual Report and started the process of identifying the overarching recommendations to be included as institutional objectives for 2011-2012 and/or referred to another body for consideration

VI. Adjournment: 5:03 p.m.

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

2011

May 11, 25

June 8, 22

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the May 11, 2011 DPAC meeting.

Agenda

I. Master Plan for Education, 2011-2012: Continue Discussion of Program Review
Recommendations

Recommendations from DPAC Planning Subcommittees to be included on agenda
for consideration by DPAC need to be submitted to Lisa Rose one week before the meeting.