



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – OCTOBER 24, 2012**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 24, 2012** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:04 p.m.

II. Members Present

Randy Lawson, Administration Representative, Chair  
Janet Harclerode, Academic Senate President, Vice-Chair  
Brenda Benson, Management Association President  
Katherine Muller, Management Association Representative  
Eve Adler, Academic Senate Representative  
Mitra Moassessi, Faculty Association President  
Bernie Rosenloecher, CSEA President  
Leroy Lauer, CSEA Representative  
Parker Jean, Associated Students President  
Yacob Zuriaw, Associated Students Representative

Others Present

Hannah Lawler  
Jennifer Merlic  
Lee Peterson  
Christine Schultz  
Howard Stahl

DPAC Coordinator

Lisa Rose

III. The minutes of the DPAC meeting on October 10, 2012 were accepted.

IV. Agenda

A. A work group was previously formed by DPAC to develop a list of planning and resource documents to be posted on one location on the SMC website. A draft of the list was presented and discussed.

B. The following motion was presented by the Budget Planning Subcommittee: The Budget Committee has reviewed and discussed the 2012-2013 Quarterly Financial Report.

C. Institutional Effectiveness Update:

- A draft of the Institutional Effectiveness Committee's Structure/Scope/ Functions was distributed. It was reported that 24 departments assessed SLOs in 369 courses (1,028 sections) totaling 67,917 assessments of SLOs in Spring 2012.

- Director of Institutional Research Hannah Lawler presented a draft of the *Dashboard*. Suggestions made at the meeting will be incorporated, and the *2011-2016 Institutional Effectiveness Process* including the *Dashboard* will be presented to the Board of Trustees at the meeting on November 13<sup>th</sup>.

VI. Adjournment- 4:35 p.m.

Meeting schedule through June, 2013 (second and fourth Wednesdays each month at 3 pm).

<u>2012</u>	<u>2013</u>
November 14, 28	January 9, 23
December 12	February 13, 27
	March 13, 27
	April 10, 24
	May 8, 22
	June 12, 26

VI. Council of Presidents Meeting

The Council of Presidents set the agenda for the November 14, 2012 DPAC meeting.

Agenda

A. Reports

- Planning Subcommittees
- Academic Senate Joint Committees
- ACUPCC Task Force
- Associated Students

B. Institutional Planning and Resource Websites and Documents

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.