



Santa Monica Community College District
District Planning and Advisory Council
MEETING – OCTOBER 28, 2015
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **October 28, 2015** 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

Teresita Rodriguez, Administration, Chair Designee
Fran Chandler, Academic Senate President, Vice-Chair
Mitra Moassessi, Academic Senate Representative
Erica LeBlanc, Administration Representative
Bob Dammer, Management Association President
Mike Tuitasi, Management Association Representative
Peter Morse, Faculty Association President
Howard Stahl, Faculty Association Representative
Jesse Randel, Associated Students President
Jonathan Hunt, Associated Students Representative

Others Present

Matt Hotsinpiller
Lee Peterson
Dan Rojas
Christine Schultz

DPAC Coordinator

Lisa Rose

III. Minutes of the DPAC meeting on September 23, 2015. Motion was made by Jesse Randel and seconded by Katharine Muller to approve the minutes. *Unanimously approved.*

IV. Reports

A. Planning Subcommittees

- Budget Planning: Bob Isomoto and Howard Stahl, Co-Chairs. The subcommittee continued its discussion about how the college might address increased costs of CalSTRS and PERS.
- College Services Planning: Mike Tuitasi and Joan Kang, Co-Chairs: The subcommittee is moving forward on its focus on nutrition for this year, looking at various food vendors, and providing food vouchers.
- Facilities Planning: Greg Brown and Lee Peterson, Co-Chairs: The subcommittee is discussing appropriate temperature standards for work spaces and classrooms. General consensus is that 85 degrees is the threshold for an effective learning environment. Temporary air conditioning has been installed in the Counseling complex. The Facilities Planning Department will be updating the facilities master plan which will include projects to address deficiencies in older buildings and the need for a learning resource center. The college will be hiring an architectural firm to assist with the master planning process.

- Human Resources Planning: Tre'Shawn Hall-Baker and Patricia Burson, Co-Chairs: No report.
- Technology Planning: Dan Rojas and Walter Meyer, Co-Chairs: The subcommittee discussed last year's objectives and will present some recommendations to DPAC at a future meeting.

B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Jennifer Merlic, Vice-Chair: No report.
- Program Review: Vicki Drake, Chair and Erica LeBlanc, Vice-Chair: The committee completed reviews of KCRW and the Personnel Commission.
- Student Affairs: Alexandra Tower, Chair, and Esau Tovar, Vice-Chair: The committee is reviewing several administrative regulations:
 - AR 4210: F-1 International Students
 - AR 4210.1: Other Temporary Nonimmigrant Statuses
 - AR 4440: Academic and Extracurricular Trips
 - AR 4331: Academic Renewal
 - AR 4111.7 Enrollment Overlap and Time Conflicts
 - AR 4342: Standards of Student Success – Probation and Qualification
- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The committee is discussing completion rates for CTE programs. The District has decided to participate in two CTE data collections: Information about the CTE Outcomes survey and the CTE Launchboard is attached.

C. Accreditation Update: The fourth version of Standard 1 has been sent to the editor. A town hall meeting will be held soon to solicit input from the college community. The chairs are working on collecting evidence.

D. ACUPCC (American College and University President's Climate Committee): No report

E. Associated Students: Events for spirit week have been planned to encourage student involvement on campus. The Homecoming game is Saturday at 1 p.m. and will be preceded by a family picnic tailgate starting at 10:30 a.m. The A.S. leadership will be participating in the SCCC (Student Senate for California Community Colleges) General Assembly in Sacramento, November 13-15, 2015. The A.S. is also increasing efforts to address student homelessness.

F. Response from Superintendent/President: None

G. Superintendent/President Search Process: The Search Committee is conducting interviews with 12 semi-finalists this Thursday and Friday. Community forums and meetings for the finalists with various groups including DPAC will be held on November 12th and 13th. The Board of Trustees will conduct its final interviews on November 14th.

V. Agenda

Public Comments – None

A. Master Plan for Education Update, 2015-2016: Motion was made by Jesse Randel and seconded by Peter Morse to approve the Master Plan for Education Update, 2015-2016: It was unanimously approved.

B. DPAC Charter and Organization, 2015-2016: Motion was made by Mitra Moassessi and seconded by Howard Stahl to approve the DPAC Charter and Organization, 2015-2016 with additions and corrections made at the meeting. It was unanimously approved.

VI. Adjournment: 3:55 p.m.

Meeting schedule through June, 2016 (second and fourth Wednesdays each month at 3 p.m.)

<u>2015-2016</u> November 18 December 9	January 13, 27, 2016 February 10, 24 March 9, 23 April 13, 27 May 11, 25 June 8, 22
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VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the November 18, 2015 DPAC meeting.

Agenda

A. Reports

- Planning Subcommittees
- Academic Senate Joint Committees
- ACUPCC Task Force
- Associated Students
- Accreditation Update
- Response from Superintendent/President on DPAC recommendation(s), if any
- Superintendent/President Search Process

Patricia Ramos announced at the last IE Committee Meeting (10/26/15) that the District has decided to participate in two CTE data collections:

1. **The CTE Outcomes Survey:** In an effort to provide information on employment outcomes for students who have participated in career technical education (CTE) programs at California community colleges—including whether students became employed within their field of study, if their community college coursework positively affected their earning potential, and why students dropped out of CTE programs—the Research and Planning Group for California Community Colleges (RP Group) partnered with the Bay Area Community College Consortium and practitioners from around the state to develop a universally available survey methodology. This survey is based on completer and leaver surveys that have been conducted at several colleges and was tested through a pilot study in 2011-12 with twelve colleges, two districts, and one program of study (Medical Assisting) at seven different institutions in the Bay Region.

The CTE Outcomes Survey has grown to include over 40 colleges participating in 2014-2015. Results are being used by practitioners to improve CTE programs locally. Results are being posted on the CTE Launchboard (a collaborative effort between Cal-PASS+ and the Chancellor's Office *Doing What Matters for Jobs and the Economy*). Results have been shared at annual meetings of the California Community College Association for Occupational Education (CCCAOE), the Research & Planning Group of California Community Colleges (RP Group), the California Association of Institutional Researchers (CAIR), the national Association of Institutional Researchers (AIR), the National Council for Workforce Education (NCWE), and the Strengthening Student Success conference.

After launching the CTE Outcomes Survey and overseeing the project for the first two years, The RP Group shifted ongoing administration to the Office of Institutional Research at Santa Rosa Junior College (SRJC), which had been administering the survey on behalf of the RP Group. Beginning with the 2013-14 survey, SRJC assumed full responsibility for the CTE Outcomes Survey.

2. **The CTE Launchboard**, a statewide data system supported by the California Community Colleges Chancellor's Office and hosted by Cal-PASS Plus, provides data to California community colleges and their feeder K-12 school districts on the effectiveness of CTE programs. This information is intended to facilitate local, regional and statewide conversations about how to improve student transitions from K12 to college and on to the workforce.

In January 2016, LaunchBoard 2.0 will be released. Users will be able to view visual reports that answer questions like "are the right number of people being trained for available jobs" and "are there equity gaps in student outcomes" in addition to detailed data tables on student characteristics and outcomes.

Launchboard Features

Program Snapshot - includes program information and student outcomes that are grouped into categories such as enrollments, milestones, credentials, employment, and alignment with regional labor market demand

Common Metrics - enables colleges to upload and view information on 34 indicators used to track progress on the California Community College Chancellor's Office's Doing What Matters framework

CCPT Tab - a voluntary tool that supports data collection for California Career Pathways Trust grant consortia

CTEOS Reporting Tool - makes Career and Technical Education Outcomes Survey (CTEOS) responses more broadly available to faculty and administrators

Contract Ed Tool - allows colleges to gather information on contract education participants