



Santa Monica Community College District
District Planning and Advisory Council
MEETING – SEPTEMBER 9, 2015
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **September 9, 2015** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:02 p.m.

II. Members

Teresita Rodriguez, Administration, Chair Designee
Fran Chandler, Academic Senate President, Vice-Chair
Mitra Moassessi, Academic Senate Representative
Georgia Lorenz, Administration Representative
Bob Dammer, Management Association Representative
Katharine Muller, Management Association Representative
Howard Stahl, Faculty Association Representative
Kathy Solis, CSEA Representative
Isaac Medeiros, Associated Students Representative

Others Present

Ferris Kawar
Erica LeBlanc
Eric Oifer
Lee Peterson
Christine Schultz

DPAC Coordinator

Lisa Rose

III. Minutes of the DPAC meeting on August 26, 2015. Motion was made by Georgia Lorenz and seconded by Katharine Muller to approve the minutes. It was unanimously approved with one abstention (Teresita Rodriguez).

IV. Reports

A. Response from Superintendent/President on the following DPAC recommendations approved on August 26, 2015:

1. Designated Reserve Item in the 2015-2016 Adopted Budget.

DPAC recommends that the Designated Reserve item "Reserve For Future STRS and PERS Increases" in the 2015-2016 Adopted Budget be eliminated.

Superintendent's Response

I have carefully considered the recommendation to remove the designated reserve line item in the proposed 2015-16 budget identified for future STRS and PERS increases. I understand the recommendation was born of a concern that this line item was added to the budget before the Budget Committee was able to discuss its inclusion. However, I feel strongly that it is imperative the College adequately address the funding of these increases and therefore do not accept this recommendation.

This line item is the first step in a plan which will require further development and implementation moving forward, and I would expect the Budget Committee to participate in these discussions.

2. Resolution Regarding Full-Time Faculty Hiring

WHEREAS the 2015-2016 California Budget includes \$62.32 million dollars for “increasing the number of full-time faculty within the community college system” (SB 97 – Budget Act of 2015),

AND WHEREAS the Chancellor’s Office of the California Community Colleges system has estimated that Santa Monica College’s share of this \$62.32 million will amount to \$1.158 million in new, ongoing revenue,

AND WHEREAS Santa Monica College has been ranked by the Chancellor’s Office in the lowest (worst) quartile based on the District’s FTES-to-FON ratio,

AND WHEREAS Santa Monica College remains over our Faculty Obligation Number even with the new obligation increase that these funds will support,

BE IT RESOLVED that the DPAC recommends that a plan is developed to spend this new, ongoing revenue for the hiring of additional full-time faculty.

Superintendent’s Response:

I accept this recommendation as presented

- B. Superintendent/President Search Process (*see attached information item presented to the Board of Trustees on September 1, 2015*)

V. Agenda

Public Comments - None

- A. Master Plan for Education Update, 2015-2016. DPAC reviewed the final responses to Institutional Objectives for 2014-2015 and the final Institutional Objectives for 2015-2016.

Motion was made by Katharine Muller and seconded by Bob Dammer to approve the responses to the 2014-2015 Institutional Objectives. It was unanimously approved.

Motion was made by Katharine Muller and seconded by Georgia Lorenz to approve the Institutional Objectives for 2015-2016, except for one (#11). It was unanimously approved. #11 will be revised per discussion at the meeting and resubmitted for approval at the next meeting.

- B. The DPAC Annual Report, 2014-2015: Motion was made by Georgia Lorenz and seconded by Fran Chandler to approve the DPAC Annual Report, 2014-2015. It was unanimously approved.

http://www.smc.edu/ACG/DistrictPlanningPolicies/Documents/District_Planning_and_Advisory_Council/2015-2016/Final%20DPAC%202014-2015%20Annual%20Report.pdf

VI. Adjournment: 4:30 p.m.

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

<u>2015-2016</u> September 23 October 14, 28 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 September 23, 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
- B. Master Plan for Education Update: Institutional Objective #11
- C. Academic Senate Goals and Objectives, 2015-2016

BOARD OF TRUSTEES	INFORMATION
Santa Monica Community College District	September 1, 2015

INFORMATION ITEM 7

SUBJECT: SUPERINTENDENT/PRESIDENT SEARCH PROCESS UPDATE

SUBMITTED BY: Ralph Andersen & Associates

Outlined below for the Board’s information is a summary of the search process to date and an overview of upcoming activities in the Superintendent/President Search process.

Knowledge of Santa Monica College

The consultant team of Dr. Harrington, Ms. Renschler, and Mr. Arterberry has continued to gain more in-depth knowledge about the College to better inform prospective candidates. As questions have arisen, we have contacted the College for answers and/or the District’s position on such topics as tuition, distance learning, foundation support, and international students, to name a few. Ms. Renschler engaged in a campus tour this month to more fully ascertain the status of facilities and programs. Dr. Harrington had a lengthy conversation with Past President Tsang on a number of topics to address prospective candidate questions, and reviewed materials provided by the District at the July Board meeting.

Advertising

As outlined in the first Recruitment Update, advertisements have been placed in both hard copy and electronic sources, including both educational and non-educational sources,. A second round of advertising was conducted in August, along with extended advertising in sources for under-represented and non-traditional groups. Advertising continues into September. The advertising text was customized for non-educational sources to attract non-traditional applicants “with a passion for education.” Additionally, a short message, easily accessible by cell phone, was sent to CCC List Serves with highlights of SMC, and that has already generated several more inquiries with follow-up phone conversations and commitments to submit applications. A summary of advertising is attached for the Board’s information.

Recruitment Efforts

In addition to the aforementioned advertising, proactive recruitment efforts continue in both the educational and non-educational sectors. We have followed up on all leads from senior staff, Trustees, and others we have contacted for nominations. Individuals with successful leadership and management experience from a variety of venues, who possess a passion for education are being recruited and encouraged to apply for the position of Superintendent / President of Santa Monica College.

Candidate Pool

We have received 34 completed applications to date. Another dozen have confirmed they will be submitting applications. The pool is a mix of educational and non-educational applicants, both from California and across the nation. We have also had conversations with several foreign prospective applicants who are considering the opportunity.

Upcoming Activities

September will continue to be a heavy recruitment period, along with many conference calls / conversations with prospective applicants to answer more detailed questions, clarify the selection process, and assist with questions regarding completion of the application process. Our experience is that many applications are submitted in the last week leading up to the application deadline. With the Labor Day holiday, and many colleges commencing new academic terms, we fully expect this to be the case as we approach the September 21st priority review deadline.

The first meeting of the screening committee will be held September 17, 2015. All committee members have confirmed their attendance. The committee will undergo Equal Employment Opportunity Training (conducted by the District), sign confidentiality agreements, and be briefed on the search process, timeline, status of recruitment efforts, and applicant screening procedures. The committee will also identify questions for the Semi-finalist interviews, which will be held October 29-30, 2015. The application deadline for priority consideration is September 21, 2015. The Consultant team will review applications that same week in preparation for paper screening by the committee, which will commence September 28, 2015. Campus meetings, open forums, and interviews by the Board remain scheduled for November 11-13, 2015, with Board deliberation on finalists scheduled for the Special Board Meeting to be held November 17, 2015.

Board Updates

Regular updates will continue to be provided monthly to the Board of Trustees throughout the process. A summary of the complete applicant pool will be included in the report for the October 6, 2015 meeting.

Ralph Andersen & Associates continues its commitment to a comprehensive, high-quality search process, including a robust, aggressive recruitment process. The Board is encouraged to continue to forward any active leads and/or referrals to the consultants for follow-up.

