A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **August 10, 2011** 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
   Jeff Shimizu, Administration Representative
   Eric Oifer, Academic Senate Representative
   Katharine Muller, Management Association Representative
   Erica LeBlanc, Management Association Representative
   Mitra Moassessi, Faculty Association President
   Sandra Burnett, Faculty Association Representative
   Leroy Lauer, CSEA Representative
   Connie Lemke, CSEA Representative
   
   Others Present
   Brian Lawson
   Jennifer Merlic
   Lee Peterson
   Howard Stahl
   
   DPAC Staff Support
   Lisa Rose

III. The minutes of the meeting on July 27, 2011 were accepted.

IV. Agenda

   A. District-Wide Code of Ethics: Motion was made by Katharine Muller and seconded by Eric Oifer to approve the District-Wide Code of Ethics as revised (see following page). The motion was unanimously approved. The Code of Ethics will be forwarded to the Superintendent/President.

   B. DPAC Annual Report, 2010-2011: The Annual Report provides DPAC an opportunity to assess its work. There was consensus to accept the DPAC Annual Report.

   C. Master Plan for Education Update: The responses to the 2010-2011 Institutional Objectives are being received and the Institutional Objectives for 2011-2012 are being completed. A preview of the Master Plan for Education will presented at the next meeting.
V. **New Business:** An issue about attaining a quorum on the DPAC planning subcommittees was presented, specifically because students are not usually appointed to serve during the summer. It was determined that a quorum will consist of a simple majority of appointed subcommittee members.

VI. **Adjournment- 3:40 p.m.**

*Meeting schedule through June, 2012 (second and fourth Wednesdays each month at 3 p.m.)*

- **2011**
  - August 24
  - September 14, 28
  - October 12, 26
  - November 9, 23
  - December 14

- **2012**
  - January 11, 25
  - February 8, 22
  - March 14, 25
  - May 9, 23
  - June 13, 27

VII. **Council of Presidents Meeting**

The Council of Presidents set the agenda for the August 24, 2011 DPAC meeting.

*Agenda*

A. Reports
   - Superintendent’s Response to DPAC Actions
   - Planning Subcommittees
   - Academic Senate Joint Committees


C. Motion from Budget Planning Subcommittee on District Adopted Budget, 2011-2012

*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.*
Santa Monica Community College District

CODE OF ETHICS

The Code of Ethics applies to all members of the Santa Monica College community. The college is committed to upholding the following ethical standards in carrying out its mission, vision, values and goals:

**Integrity**

Members of the college community will be guided in all their activities by a high regard for the truth and committed to making decisions in the best interests of the college.

**Responsibility**

Members of the college community will be responsible stewards of the public trust by ensuring the proper use of public position, public resources, and college time, and by abiding by all laws and college policies.

**Fairness**

Members of the college community will treat others fairly.

**Civility**

Members of the college community will show concern for others and their ideas and will create an environment of trust, care, and respect that is sensitive to the individuality and ideas of others.

Approved by DPAC: 8/10/2011