A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **November 13, 2013** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

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

II. **Members Present**
- Randy Lawson, Administration Representative, Chair
- Eve Adler, Academic Senate President, Vice-Chair
- Jeff Shimizu, Administration Representative
- Janet Harclerode, Academic Senate Representative
- Bob Dammer, Management Association Representative
- Mitra Moassessi, Faculty Association President
- Peter Morse, Faculty Association Representative
- Bernie Rosenloecher, CSEA President
- Leroy Lauer, CSEA Representative
- Michael Greenberg, Associated Students Representative

**Others Present**
- Georgia Lorenz
- Jennifer Merlic
- Lee Peterson
- Christine Schultz
- Howard Stahl
- Marcy Wade

**DPAC Coordinator**
- Lisa Rose

III. The minutes of the DPAC meeting on October 23, 2013 were accepted.

IV. **Reports**

A. **Planning Subcommittees**
- **Budget Planning**: Bob Isomoto and Howard Stahl, Co-Chairs. Discussion topics included marketing/advertising and printing/distribution of class schedules.
- **College Services Planning**: Mike Tuitasi and Ty Moura, Co-Chairs. No report.
- **Facilities Planning**: Greg Brown and Lee Peterson, Co-Chairs: Discussion included gender neutral restrooms (see Agenda V-A), and art installation in new construction projects. There was no official recommendation on the art installation concept, but the subcommittee is opposed to diverting general funds or bond funds to art. The subcommittee also received updates on most of the pending building plans.
- **Human Resources Planning**: Sandy Chung and Patricia Burson, Co-Chairs: No report.
- **Technology Planning**: Lee Johnston and Sal Veas, Co-Chairs: No report.
B. Academic Senate Joint Committees

- Curriculum: Guido Davis Del Piccolo, Chair and Georgia Lorenz, Vice-Chair: The Committee is working on the program review update and approved another AAT Degree (in Theatre Arts), a new energy efficiency course and Political Science 31 online. They are also discussing a reconfiguration of the committee which will be forwarded to the Academic Senate for approval.
- Program Review: Jamey Anderson, Chair and Katharine Muller, Vice-Chair: The Committee continues to review programs this semester and will be previewing the online template.
- Student Affairs: Esau Tovar, Chair, and Denise Kinsella, Vice-Chair: The Committee is reviewing two administrative regulations.
- Institutional Effectiveness: Christine Schultz, Chair and Hannah Lawler, Vice-Chair: The Committee is working on the Institutional Effectiveness website in order to provide consistency and uniformity in reporting institutional outcomes. The Committee unanimously endorsed the submission of the SMC Master Plan for Education Update 2013-2014 for an RP Group award.

C. ACUPCC: No report

D. Associated Students: Representatives of the Associated Students attended the Student Senate for the California Community Colleges (SSCC) Fall General Assembly and presented resolutions for consideration. The following three resolutions were adopted and the SSCC will be begin to advocate for them: (1) discouraging the increase of student debt and encouraging full funding from the state, (2) advocating for textbook price regulation and elimination of one-time access codes for online supplemental instruction, and (3) advocating for the CMED Act, which is a ballot measure that proposes an oil extraction tax to be charged on oil companies.

V. Agenda

Public Comment – None

A. DPAC considered the following motions forwarded by the DPAC Facilities Subcommittee:

*It is recommended that existing single-occupancy restrooms be converted to gender neutral by switching the signs from “Men” or “Women” to “Restroom.” Restrooms that are currently staff only will remain staff only.*

DPAC referred this back to the Facilities Subcommittee to provide an inventory of restrooms on all college sites, including the houses on Pearl Street.

*It is recommended that future building projects incorporate at least one gender neutral restroom that is available to students, staff and the public. The size and design of the restroom(s) would be the responsibility of the building architect in consultation with the Facilities Department.*

Motion was made by Marcy Wade and seconded by Mitra Moassessi to approve the recommendation revised as underlined. It was unanimously approved.

*It is recommended that the planning of future building projects incorporate at least one gender neutral restroom that is available to students, staff and the public. The size and design of the restroom(s) would be the responsibility of the building architect in consultation with the Facilities Department.*
B.  DPAC Charter and Organization: The DPAC Charter and Organization 2013-2014 includes Board Policy 2250 with the addition of the paragraph on institutional planning as reviewed by the Board of Trustees during a first reading at the last Board meeting. The document also includes the addition of a new section that details how DPAC accomplishes institutional planning. DPAC unanimously approved its Charter and Organization for 2013-2014. Motion was made by Mitra Moassessi and seconded by Bernie Rosenloecher to approve DPAC Charter and Organization, 2013-2014. It was unanimously approved.

VI.  Adjournment: 3:56 p.m.

Meeting schedule through June, 2014 (second and fourth Wednesdays each month at 3 p.m.)

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VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the December 11, 2013 DPAC meeting.

Agenda

A. Reports
   • Planning Subcommittees
   • Academic Senate Joint Committees
   • ACUPCC Task Force
   • Associated Students

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.