



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, December 8, 2021. This meeting was conducted via Zoom Conference.

I. Call to Order -3:02 p.m.

II. Members Present

Mike Tuitasi, Administration, Chair
Jamar London, Academic Senate President, Vice-Chair
Bradley Lane, Administration Representative
Chris Bonvenuto, Management Association Representative
Dione Carter, Management Association Representative
Nate Donahue, Academic Senate Representative
Peter Morse, Faculty Association President
Elaine Roque, Faculty Association Representative
Martha Romano, CSEA Representative
Joshua Elizondo, Associated Students Representative
Melody Mashouf, Associated Students Representative

During the COVID-19 (Coronavirus) Global Pandemic, the Board of Trustees has determined in accordance with Government Code Section 54953 that as a result of the ongoing emergency that meeting in person would present imminent risks to the health and safety of the attendees at public meetings. The Zoom format used for Santa Monica College public meetings ensures public participation and provides an opportunity for the public to directly address the body. Members of the public have the right to request to make public comments until such time as the public comment period is over.

III. Minutes of DPAC Meeting: November 10, 2021

The minutes were unanimously approved.

IV. Public Comments – None

V. Superintendent/President's Response to DPAC Recommendation -None

VI. Report:

DPAC Facilities Subcommittee Report:

The bi-monthly meetings began with a construction and a safety update. This past year, the subcommittee has been addressing student and staff queries, reviewed procedures regarding signage and moves, had presentations from Charlie Yen, and are following up on items such as solar maintenance and output. We are currently discussing non gender bathrooms and will be reviewing previous and current recommendations. Additional guests have been invited to tomorrow's meeting. We have also welcomed our newest Interested Party member Eric Oifer, in his role as the ADA/504 Compliance Office.

VII. Agenda

1. Vision for Success/IE Dashboard: Vicente Arrizon and Hannah Lawler, Chair and Vice--Chair of the Institutional Effectiveness Committee. The work of the Institutional Effectiveness Committee this semester has focused on equity and diversity. There are four specific areas with significant data trends and observations to help inform the educational master plan and the work being done.

Link to Report:

[Significant Data Trends, Observations, and Recommendations of the Institutional Effectiveness Committee 2021-2022 December 2021](#)

Recommendation #1: Ensure all students who are potentially eligible for financial aid apply and receive aid; Improve Pell Grant and CCPG Recipients

Recommendation: The committee discussed the importance of improving institutional efforts around marketing, education about the financial aid process, and proactive outreach to ensure all students who are eligible apply for aid. The committee recommends learning best practice from similar colleges (suburban, medium to large population, single-college district) on improving performance on these two metrics. Improvement in this metric would ultimately increase funding as the Student-Centered Funding Formula (SCFF) includes the number of Pell Grant and California College Promise Grant as two of its metrics.

Recommendation #2: Maximize the Opportunities for Transfer Success for Black and Latinx Students, Including Examining the Role and Impact of Associate Degrees for Transfer (ADT)

Recommendation: The IE Committee recommends that the institution examine strategies to strengthen and maximize the opportunities to increase completion of the Associate Degree for Transfer (ADT), associate degrees that are fully transferable to the CSU, by pursuing inquiry around questions like, but not limited to,:

- What can SMC do to specifically improve transfer completion amongst Black and Latinx students, including exploration of the role of the ADT in the transfer pathway?
- Are ADTs effective in transferring students to the CSU for SMC students? Who is most effective, least effective for?
- What opportunities should SMC pursue to collaborate and consult with external stakeholders, including the CSU, to better align SMC ADTs and program requirements at the transfer institutions?
- Do we offer all programs that are eligible to be offered as an ADT? Have we maximized ADT offerings?
- What impact does the number of 5-unit classes required for a program affect its ability to be converted to an ADT?
- What support and resources does the college need to effectively convert local degrees to ADTs and departmental certificates to Chancellor's Approved certificates?
- What are students' understanding and perceptions of the value of an ADT? Improvement on the ADT metric also has implications for funding as the number of students who earn an ADT is a metric of the SCFF.

Recommendation #3: Strengthen Our Services and Programs to Support Undocumented Students

Recommendation: The committee recommends that the institution explores the root causes for the decreasing trend in the AB 540 data, identify best practices from similar colleges that have demonstrated excellence in terms of enrolling and serving undocumented students, and identify strategies to strengthen our existing support services and programs for this population.

Recommendation #4: Conduct Inquiry to Identify Effective Strategies to Recruit, Onboard, and Retain Racially Minoritized Faculty

Recommendation: Based on the faculty diversity data, the IE Committee recommends that the institution conduct further inquiry and identify strategies to hire, onboard, and retain racially diverse faculty, including, but not limited to, changes in policy, practice, and institutional culture and professional development and training needs.

2. 2022-2023 Annual Action Plans

- Master Plan for Education: This will be drafted following input and guidance provided by the Superintendent/President.
- Relaunching The Center: Cyrus Fernandez, Human Resources Professional Development Coordinator, presented an update on the Institutional Effectiveness Partnership Initiative (IEPI). Following his presentation and the ensuing discussion, it was determined that a 2022-2023 Annual Action Plan will be drafted for the college to Relaunch “The Center” as a learning and professional development center for all employee groups. DPAC will Support the Institutional Effectiveness Partnership Initiative (IEPI) in its design and implementation of a professional development program for all employee groups with the outcome to improve student racial equity and sense of belonging on campus.

3. Administrative Regulation 3434, Prohibition of Sexual Harassment under Title IX

Lisa Winter, Associate Director of Human Resources, reviewed revisions to Administrative Regulation 3434. Motion was made by Peter Morse, seconded by Martha Romano that DPAC acknowledge receipt. It was unanimously acknowledged. AR 3434 will be submitted to senior staff for review and approval.

VII. Adjournment – 5:04 p.m.

Meeting schedule through June 2021 (second and fourth Wednesdays each month at 3 p.m.)

January 12, 26, 2022

February 9, 23

March 9, 23

April 13, 27

May 11, 25

June 8, 22