



Santa Monica Community College District
District Planning and Advisory Council
MEETING – MAY 12, 2021
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, May 12, 2021 at 3:00 p.m. This meeting will be conducted via Zoom Conference.

I. Call to Order

II. Members

Jennifer Merlic, Administration, Chair Designee
Nate Donahue, Academic Senate President, Vice-Chair
Mike Tuitasi, Administration Representative
Chris Bonvenuto, Management Association Representative
Dione Carter, Management Association Representative
Jamar London, Academic Senate Representative
Peter Morse, Faculty Association President
Elaine Roque, Faculty Association Representative
Cindy Ordaz, CSEA Representative
Martha Romano, CSEA Representative
Tafari Alan, Associated Students Representative
Joshua Elizondo, Associated Students Representative

In accordance with Executive Order N-25-20 issued by Governor Gavin Newsom and dated March 17, 2020, members of the District Planning and Advisory Council will participate in the meeting telephonically or by Zoom Conference.

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/93886279276>

Or iPhone one-tap (US Toll): +16699006833,93886279276# or
+12532158782,93886279276#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

Meeting ID: 938 8627 9276

Public Comments

Instructions for Submitted Written Comments

Individuals wishing to submit written comments to be read at a DPAC meeting shall send an email to DPAC Coordinator ROSE_LISA@smc.edu by 2:30 p.m. for the meeting beginning at 3 p.m. The email should contain the subject line "DPAC Written Comments" and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item

Instruction for Participating in DPAC Meeting by Zoom

Individuals wishing to speak at a DPAC meeting shall send an email to DPAC Coordinator ROSE_LISA@smc.edu by 2:30 p.m. for the meeting beginning at 3 p.m. The email should contain the subject line "DPAC Written Comments" and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item

When it is time for a speaker to address DPAC, their name will be called and the microphone on their Zoom account will be activated. A speaker's Zoom Profile should match their real name.

III. Review of Minutes: April 28, 2021

IV. Reports

V. Superintendent/President's Response to DPAC Recommendation (*see next page*)

VI. Agenda

1. COVID-19 Update

2. Review of revised 2021-2022 Annual Action Plan #1 with Fiscal/Budget Committee input (*see attached*)
2021-2022 Annual Action Plan #1

Reduce racial equity gaps and increase completion of Academic and Career Paths through a critical review of practices for developing, approving, and assessing Program Learning Outcomes (PLOs) and course-level Student Learning Outcomes (SLOs).

3. Proposed 2021-2022 Institutional Effectiveness metrics (*see attached*)

4. Discussion of the Institutional Effectiveness Committee's role in establishing Action Plan metrics and other institutional metrics

VII. Adjournment

Meeting schedule through June 2022 (second and fourth Wednesdays each month at 3 p.m.)

| | |
|-----------------|----------------------|
| May 26, 2021 | January 12, 26, 2022 |
| June 9, 23 | February 9, 23 |
| July 14, 28 | March 9, 23 |
| August 11, 25 | April 13, 27 |
| September 8, 22 | May 11, 25 |
| October 13, 27 | June 8, 22 |
| November 10, 24 | |
| December 8 | |

Meeting of the Council of Presidents (COP)

The Council of Presidents will discuss the agenda for the DPAC meeting on May 26, 2021.



RECOMMENDATION APPROVED BY DPAC
SUBMITTED TO THE SUPERINTENDENT/PRESIDENT

| Date of DPAC Meeting | Recommendation | Status |
|-----------------------|--|---|
| <p>April 28, 2021</p> | <p><u>Background:</u> The following motion was approved by the Budget Committee regarding the 2021-2022 Annual Action Plans and forwarded to DPAC for consideration:</p> <p style="text-align: center;"><u>Motion passed by Budget Committee 15 Yes – 1 Abstain</u></p> <p>The Budget Committee has reviewed the DPAC Annual Action Plans and recommends the Annual Action plans to DPAC and Dr. Jeffery as presented, for consideration of inclusion in the 2021-2022 Budget. Additionally, the Budget Committee recommends DPAC pay close attention and report back on metrics of potential impact of long-term success of grant funded activities. DPAC will report back to the Budget Committee, findings from prior year Annual Action Plans that include metrics for Budget Committee to review.</p> <p>The Excel sheet outlining the expenditures related to the 2021-2022 Annual Action Plans and the individual budget sheets are attached.</p> <p><u>DPAC Recommendation</u> DPAC recommends that the Superintendent/President approve the proposed 2021-2022 Annual Actions Plans 2-8 and include them in the 2021-2022 Budget.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> • <i>It is the intent of DPAC to collect and analyze outcomes metrics on each Action Plan to assess effectiveness.</i> • <i>Annual Action Plan #1 is under revision and will be forwarded to the Superintendent/President once finalized, but it is not anticipated to impact the District general fund budget.</i> <p>DPAC approved the recommendation with the following vote. Administration: Yes Management Association: Yes Academic Senate: Yes Faculty Association: Yes Associated Students: Yes (2) CSEA: Yes (2)</p> | <p><input checked="" type="checkbox"/> Approve</p> <p><input type="checkbox"/> Consider</p> <p><input type="checkbox"/> Modify</p> <p><input type="checkbox"/> Not Approved</p> |

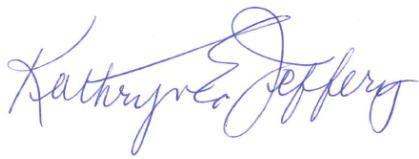
Superintendent's Response

Although Santa Monica College is still facing challenging fiscal concerns, we are in a good position to prioritize recommended 2021-2022 Annual Action Plans 2-8 and the corresponding budget requests using available COVID-19 funding from CARES and HERRF.

I approve the proposed 2021-2022 Annual Action Plans 2-8 recommended by DPAC on April 28, 2021. It is important to note that requested annual budget allocations will need to be reviewed and may be adjusted if needed.

Additionally, before the 2022-2023 DPAC Annual Action Plans are submitted for the Superintendent/President's consideration, a detailed summary of relevant data/metrics should be provided in advance on the efficacy of the 2021-2022 Annual Action Plans.

Signed:

A handwritten signature in blue ink that reads "Kathryn E. Jeffery". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Kathryn E. Jeffery
Superintendent/President

Date: May 6, 2021

District Planning and Advisory Council (DPAC)
Meeting schedule through June 2021
(second and fourth Wednesdays each month at 3 p.m.)

| Meeting Date | Topic | Invitees/Responsible Areas/ Related Reports |
|--------------|---|---|
| June 24 | <ul style="list-style-type: none"> • COVID-19 Update • Budget Update • Accreditation Update | |
| July 8 | <ul style="list-style-type: none"> • Equal Employment Opportunity Plan • Review of DPAC Scope and Function/Update for 2020-2021 • COVID-19 Update • Budget Update | <p>Tre'Shawn Hallbaker</p> <p>Jennifer Merlic</p> <p>Mike Tuitasi</p> <p>Chris Bonvenuto</p> |
| July 22 | <ul style="list-style-type: none"> • DPAC Annual Report, 2019-2020 • COVID-19 Update • International Students Update • 2020-2021 Action Plans | <p>Jennifer Merlic/Nate Donahue</p> <p>Mike Tuitasi</p> <p>Pressian Nicolov</p> <p>Chris Bonvenuto</p> |
| August 12 | Meeting Cancelled | |
| August 26 | <ul style="list-style-type: none"> • COVID-19 Update • 2020-2021 Annual Action Plans: Superintendent's Response • Responses to 2019-2020 Action Plans • Start process to develop 2021-2022 Action Plans | <p>Mike Tuitasi</p> <p>Chris Bonvenuto/Jennifer Merlic</p> <p>DPAC</p> <p>Academic Senate Retreat: Discuss potential Action Plans for 2021-2022</p> |
| September 9 | <ul style="list-style-type: none"> • COVID-19 Update • Information Technology Master Plan, 2020-2025 • Continue development of Action Plans for 2021-2022 | <p>Mike Tuitasi</p> <p>Marc Drescher</p> <p>DPAC</p> <p>Invite input from others as needed</p> <p>Review 2020-2021 Actions Plans</p> |
| September 23 | <ul style="list-style-type: none"> • COVID-19 Update • Accreditation Mid-Term Report • Adopted 2020-2021 Budget • Continue development of Action Plans for 2021-2022 | <p>Mike Tuitasi</p> <p>Erica LeBlanc</p> <p>Chris Bonvenuto</p> <p>DPAC</p> <p>Invite input from others as needed</p> |
| | Council of Presidents | Review DPAC Actions/Discussions for DPAC News (July – September) |

| | | |
|------------------|--|---|
| October 14 | <ul style="list-style-type: none"> • COVID-19 Update • Recommendation to Superintendent/President to establish a Presidential Task Force to assess impacts of the remote environment on the SMC student experience. • Discuss DPAC Quarterly Report and Video • Continue development of Action Plans for 2021-2022 | <p>Mike Tuitasi</p> <p>DPAC Invite input from others as needed</p> <p>Invite Kiersten Elliott and Grace Smith</p> |
| October 28 | <ul style="list-style-type: none"> • COVID-19 Update • Academic Senate Goals and Objectives • Submission of Action Plans for 2021-2022 | <p>Mike Tuitasi</p> <p>Nate Donahue</p> <p>DPAC Invite input from others as needed</p> |
| November 11 | No meeting - Holiday (Veterans Day) | |
| November 25 | Cancel | |
| November 30 | <p>Board of Trustees Goals and Priorities, 2020-2021</p> <p>Program Review Planning Summary</p> <p>Vision for Success/IE Dashboard</p> <p>Institutional Effectiveness Observations</p> | <p>Stephanie Amerian and Hannah Lawler</p> <p>Hannah Lawler</p> |
| December 9 | <p>Continue development of Action Plans for 2021-2022</p> <p>Budget Committee Recommendation for use of HEERF/MSI funds</p> | <p>DPAC</p> <p>Chris Bonvenuto</p> |
| | Council of Presidents | Review DPAC Actions/Discussions for DPAC News(September --December) |
| January 13, 2021 | <p>Finalize Action Plans for 2021-2022</p> <p>Governor's Proposed Budget for 2021-2022</p> | Review DPAC Actions/Discussions for DPAC News (October-December) |
| January 27 | COVID-19 Update | Fiscal/Budget Committee Reviews 2021-2022 Annual Action Plans |
| February 10 | <p>COVID-19 Update</p> <p>Discussion: Master Plan for Education</p> | DPAC |
| February 24 | <p>COVID-19 Update</p> <p>Accreditation</p> | Nate Donahue |
| March 10 | <p>COVID-19 Update</p> <p>Planning Discussion: Strategic Planning Cycle, 2022-2027</p> | Superintendent/President Kathryn Jeffery |

| | | |
|----------|---|--|
| March 24 | Scale of Adoption Self-Assessment Action Plan Feedback Strategic Enrollment Management Plan, 2021-2026 COVID-19 Update | Pathways Team Pathways Team Teresita Rodriguez Mike Tuitasi |
| | Council of Presidents | Review DPAC Actions/Discussions for DPAC News(January-March) |
| April 14 | Cancelled | |
| April 28 | COVID-19 Update DPAC Video Spring Release/Quarterly Report, January – March 2021 Revised 2021-2022 Annual Action Plan #1 Review 2021-2022 Action Plans with Fiscal/Budget Committee input and forward them to the Superintendent/ President | Mike Tuitasi Nate Donahue Jennifer Merlic Chris Bonvenuto/Matt Hotsinpillar |
| May 12 | COVID-19 Update Review of revised 2021-2022 Annual Action Plan #1 with Fiscal/Budget Committee input Proposed 2021-2022 Institutional Effectiveness metrics Discussion of the Institutional Effectiveness Committee’s role in establishing Action Plan metrics and other institutional metrics | Mike Tuitasi Chris Bonvenuto IEC DPAC |
| May 26 | COVID 19 Update Annual Program Review Discussion with Institutional Effectiveness Committee | Mike Tuitasi Dione Carter, Hannah Lawler, Stephanie Amerian IEC |
| June 9 | Tentative Budget for 2021-2022 Council of President’s Meeting: | Chris Bonvenuto Draft Schedule of DPAC Meetings, 2021-2022 |
| June 23 | Review of DPAC Meetings, 2021-2022 Start process for responses to 2020-2021 Action Plans Election of DPAC Vice-Chair | DPAC |
| | Council of Presidents | Review DPAC Actions/Discussions for DPAC News(April-June) |