



A special meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, November 20, 2019 at 3:00 p.m. in the Academic Affairs (Patio) Conference Room (SSC 396) on the third floor of the Student Services Center, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 10:06 a.m.

II. Members Present

Jennifer Merlic, Administration, Chair
Nate Donahue, Academic Senate President, Vice-Chair
Mike Tuitasi, Administration Representative
Chris Bonvenuto, Management Association Representative
Erica LeBlanc, Management Association Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Cindy Ordaz, CSEA Representative
Dee Upshaw, CSEA Representative
Mike Roberts, CSEA President
Summer Le, Associated Students Representative

Others Present

Superintendent/President Kathryn E. Jeffery
Matt Hotsinpillar

VI. Agenda

Superintendent/President Kathryn E. Jeffery requested this meeting with DPAC to present her recommendation to establish a senior level administrator for Planning, Institutional Effectiveness and Equity. The Student Equity Plan approved by the Board of Trustees on September 3, 2019 recommended a lead position to focus on equity efforts. Dr. Jeffery distributed a draft job description for a senior manager to oversee planning and institutional effectiveness, as well as take a leadership role in implementing the college's Student Equity Plan and related initiatives. The position's title has not yet been determined, but it will report directly to the Superintendent/President. Upon Dr. Jeffery's request, members of DPAC reviewed the draft job description and provided input. All comments and suggestions will be taken into consideration.

IX. Adjournment – 11 a.m.

2019

December 11

2020

January 8, 22

February 12, 26

March 11, 25

April 8, 22

May 13, 27

June 10, 24