



Santa Monica Community College District

2021-2022 ACTION PLANS TO SUPPORT THE INSTITUTIONAL STRATEGIC INITIATIVES AND OBJECTIVES

<p>ACTION PLAN 8</p> <p>Human Resources Staffing Plan</p> <p>Research and assess costs associated with developing a human Resources staff plan which supports student success by achieving benchmark levels of full-time faculty, classified staff and administrators.</p>	<p>Lead Contact Person: Sherri Lee-Lewis Vice-President, Human Resources</p> <p>Responsible Area(s): Human Resources Academic and Student Affairs Business Services Academic Senate</p>
<p>Map to 2017-2022 Strategic Initiatives</p>	
<ul style="list-style-type: none"> <input type="checkbox"/> Close Gaps in educational outcomes <input type="checkbox"/> Educational and career opportunities and pathways <input type="checkbox"/> Long-term and integrated planning linked to resource allocation <input checked="" type="checkbox"/> Human Resource plan which supports student success <input type="checkbox"/> Improve facilities and technology infrastructure, integration and staffing <input type="checkbox"/> Ensure long-term fiscal stability 	
<p>Map to Institutional Planning Documents</p>	
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Board of Trustees Goals and Priorities #_3 <input checked="" type="checkbox"/> Academic Senate Objectives # 3 <input type="checkbox"/> Program Review Observations <input type="checkbox"/> Institutional Effectiveness Dashboard Report <input type="checkbox"/> Student Equity Plan Activities¹ # _____ <input checked="" type="checkbox"/> Guided Pathways Redesign Goals² #3 	<ul style="list-style-type: none"> <input type="checkbox"/> Accreditation Recommendations <ol style="list-style-type: none"> 1. Indicate Standard # _____ 2. Quality Focus Essay <input checked="" type="checkbox"/> Institutional Learning Outcomes Supporting Goals³ #2 <input checked="" type="checkbox"/> CCC Chancellor’s Office Vision for Success⁴ #2 & #3 <input type="checkbox"/> Other (specify):
<p>Methods to Accomplish the Annual Action Plan (<i>include timeline</i>)</p> <p>During 2020-2021 fiscal year, the District’s procurement office in conjunction with the office of human resources, will research and assess the costs associated with developing a staffing plan to assist the college in systematically identifying and prioritizing staffing (faculty, staff and management) needs, pending the outcome of restructuring the organization due to the supplemental retirement plan) SRP, the Pathways redesign efforts and budget considerations. A cost estimate will assist with planning and the creation of a realistic timeline for completion.</p> <p>Other efforts related to this Action Plan will include:</p> <ul style="list-style-type: none"> • Re-evaluating the faculty ranking process; consider integrating the 75-25 in the ranking process • Coordinating with Pathways Redesign Team to develop a staffing plan <p>Comment: This is the first stage of a 3-5 year staffing plan designed to fully support all college operations and ensure conditions that optimize student success and eliminate equity gaps. The plan will also address the issue of increasing the number and percentage of full-time instructional and non-instructional faculty. The staffing plan for facilities and information technology have already been completed but should be revisited during the assessment process to reflect any updates, especially as they relate to the Pathways redesign and the loss of personnel due to the SRP.</p>	
<p>Describe the anticipated outcomes that will result from the completion of the action plan, including how its completion might further the college’s goal of eliminating equity gaps:</p> <p>The cost to develop a human resources staffing plan will be determined.</p>	
<p>Describe what data, if any, will be requested of Institutional Research to conduct an assessment of the action plan.</p>	

Status of Action Plan		
<p>Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services</p> <p>Date: January 13, 2021</p>	<p>Fiscal/Budget Committee Response</p> <p>Funds are necessary to hire a consultant to inform, organize and work with Human Resources to create and develop a comprehensive staffing plan. Please note that \$125,000 is an estimate and may need to be adjusted.</p> <p>The Dean of Human Resources and the Vice-President of Human Resources will need at least 50 hours to work with a consultant to collaborate, prioritize and develop a staffing plan that meets the needs of all department areas in the District – academic and non-academic. Coordination of this effort will also need to include the participation of the Pathways Redesign Team for approximately 10 hours. Plan completion is undetermined at this time.</p>	
<p>Action Plan Submitted to Superintendent/President</p> <p>Date April 28, 2021</p>	<p>Superintendent/President's Response</p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Consider*</p> <p><input type="checkbox"/> Not Approved*</p> <p><i>*If checked, an explanation will be provided in writing.</i></p>	<p>Superintendent/President</p> <p>Date: May 12, 2021</p>