

**From:** [Bulletins](#)  
**To:** [DISTRICT](#)  
**Subject:** DPAC Update  
**Date:** Wednesday, September 1, 2021 9:23:07 AM  
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*Sent on behalf of the District Planning and Advisory Council (DPAC)*



District Planning and Advisory Council (DPAC)  
Semi-Annual Update  
January through August 2021

The purpose of this update on DPAC activities is to provide the Santa Monica College community with a better understanding of the planning process at SMC. As authorized via Board Policy 2515, SMC's institutional planning process – both long term and annual – is coordinated by the District Planning and Advisory Committee (DPAC) and makes recommendations to Superintendent/President Dr. Kathryn Jeffery. All college constituent groups (students, faculty, classified staff and administrators) are represented on DPAC. Outlined below is a summary of the activities undertaken by DPAC, January-August 2021. If you have questions about the planning process or actions undertaken by DPAC, please contact your constituent group's DPAC representative:

DPAC Members 2020-2021

- DPAC Chair/Vice-Chair: Jennifer Merlic (Chair Designee) and Nate Donahue (Vice-Chair)
- Academic Senate Representative: Jamar London
- Faculty Association Representatives: Peter Morse and Elaine Roque
- Administration Representative: Mike Tuitasi
- CSEA Representatives: Cindy Ordaz and Martha Romano
- Associated Students Representatives: Tafari Alan and Joshua Elizondo
- Management Association Representatives: Christopher Bonvenuto and Dione Carter

DPAC Members 2021-2022

- DPAC Chair/Vice-Chair: Michael Tuitasi (Chair Designee) and Jamar London (Vice-Chair)
- Academic Senate Representative: Nate Donahue
- Faculty Association Representatives: Peter Morse and Elaine Roque
- Administration Representative: Bradley Lane
- CSEA Representatives: Cindy Ordaz and Martha Romano
- Associated Students Representatives: Joshua Elizondo and Ali Shirvani

- Management Association Representatives: Christopher Bonvenuto and Dione Carter

## **Summary of DPAC Meetings**

For more detailed information, go to [DPAC Meeting Website](#) for minutes of meetings..

Please watch past Academic Senate President [Nate Donahue](#)'s update on the 2021-2022 Annual Action Plans.



## **Summary of DPAC Meetings, January – August 2021**

January 13, 2021

- [DPAC Video](#)
- Superintendent's Response to DPAC recommendation approved December 9, 2020:  
The following DPAC recommendation was reviewed by Senior Staff and approved by the Superintendent/President.  
Budget Committee Recommendation for use of MSI CARES/HEERF funding.  
Motion to approve the allocation of funds as delineated by the document presented at the meeting, with the understanding that area Vice-Presidents have the responsibility to allocate the budget for specific items, but will also collaborate with all constituent groups in developing ideas for budget allocation.
- COVID-19 Update
- Approval of Annual Action Plans for 2021-2022
- Governor's Proposed Budget for 2021-2022

Link to: [The Joint Analysis of the Governor's Proposed Budget](#)

#### January 27, 2021

- COVID-19 Update

#### February 10, 2021

- COVID-19 Update
- Discussion - Master Plan for Education

It is recognized that there is a need for a central planning document (Master Plan for Education) and the development process needs to be woven into the next two-year cycle. It was suggested that a consultant be brought in to lead the process

#### February 24, 2021

- COVID-19 Update
- Accreditation

The Accrediting Commission for Community and Junior Colleges (ACCJC) is empowered by the Department of Education to be a regional accrediting commission to develop standards that colleges must meet and then conduct a cyclic review to determine if colleges are meeting those standards. It is a seven year cycle, and SMC's next site visit will be in 2023. The first step in the accreditation cycle is to write the ISER (Institutional Self-Evaluation Report). That work starts this year with the creation of the Accreditation Steering Committee and a 2-1/2 hour training session with Kevin Bontenbal, Vice-President of AACJC, in April. DPAC will be invited to join the training session.

Nate Donahue shared several Powerpoint presentations from that work.

Link to: [Accreditation Presentations](#)

#### March 10, 2021

- COVID-19 Update
- Planning Discussion: Strategic Planning Cycle, 2022-2027

Superintendent/President Kathryn E. Jeffery provided some background on the last strategic planning cycle in 2016. She presented the following considerations to DPAC:

- Was the 2017-2022 Strategic Plan useful and has it been used as a reference to inform the work of the college?
- Should the next strategic plan be for three or five years?
- Should an outside consultant be engaged to lead the process or should it be lead internally? Is cost a factor?
- What best serves the mission of the college?
- Should a pandemic/catastrophic event/unexpected storm be factored into the next plan?

DPAC Discussion following Dr. Jeffery's presentation:

It was agreed that DPAC should review the last Strategic Plan, assess what was addressed, what wasn't, and use the results of that assessment as a launching pad for the next plan. The discussion will be planned for a future DPAC meeting.

It was suggested that the next strategic plan be shorter because of the shifted working environment due to the pandemic, and the reduction of staff due to retirements. It was also suggested that there be consideration of aligning strategic planning with educational master planning and other planning activities occurring at the same time, such as accreditation, which could result in duplicating staff and efforts.

#### March 24, 2021

- COVID-19 Update
- Scale of Adoption Self-Assessment (SOSA) – Pathways and Equity: Guido Davis Del Piccolo, Maria Muñoz and Irena Zugic presented a summary of the SOSA submitted to the Chancellor’s Office in March.
  - Link to: [Powerpoint Presentation](#)
  - Link to: [Scale of Adoption Submitted to Chancellor’s Office](#)
    - Action Plan Feedback from Redesign Team: Members of the Redesign Team were asked for feedback regarding the DPAC Annual Action Plan process and forms. DPAC will take the questions into consideration during the next cycle of developing annual action plans.
    - Strategic Enrollment Management Plan, 2021-2026: Teresita Rodriguez, Vice-President, Enrollment Development presented the Strategic Enrollment Planning Meeting Report of March 22, 2021.
  - Link to: [Strategic Enrollment Planning Meeting](#)

#### April 28, 2021

- COVID-19 Update
- DPAC Video Spring Release/DPAC Quarterly Update January-March 2021\_
- DPAC approved Revised 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).
- DPAC reviewed the 2021-2022 Annual Action Plans with Fiscal/Budget Committee input and approved a recommendation that the Superintendent/President approve the proposed 2021-2022 Annual Actions Plans #2-8 and include them in the 2021-2022 Budget.

#### May 12, 2021

- Superintendent’s Response to DPAC Recommendation to approve proposed 2021-2022 Annual Action Plans #2-#8.
- COVID-19 Update
- DPAC reviewed and approved revised 2021-2022 Annual Action Plan #1 with

Fiscal/Budget Committee input and approved a recommendation that the Superintendent/President approve proposed 2021-2022 Annual Actions Plans #1 and include it in the 2021-2022 Budget.

- DPA reviewed proposed 2021-2022 Institutional Effectiveness metrics: DPAC reviewed a draft of the 2021-2022 metrics
- DPAC discussed the Institutional Effectiveness Committee's role in establishing Action Plan metrics and other institutional metrics. The discussion will continue at the next DPAC meeting with representatives of the Institutional Research Committee.

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#### June 9, 2021

- COVID-19 Update
- 2021-2022 Tentative Budget Presentation: Vice-President of Business/Administration Christopher Bonvenuto introduced the budget presentation which is based on the Governor's May Revise proposals by stating that things will change between now and the adopted budget in September.  
Link to: [2021-2022 Tentative Budget Presentation](#) to DPAC  
Link to: [2021-2022 Tentative Budget Report and Presentation](#) made at the Board of Trustees meeting on June 1, 2021

#### June 23, 2021

- COVID-19 Update
- Program Review Task Force Update: The Program Review Task Force work this past spring to streamline the six-year annual program review process and modify the annual program review process
- DPAC Quarterly Update will shift from a quarterly schedule to a semi-annual update to be distributed at the beginning of each semester

#### July 28, 2021

- COVID-19 Update
- The [DPAC Annual Report, 2020-2021](#) was approved.
- DPAC Scope and Function, 2021-2022 was presented for information. It will be updated and presented for approval at a future meeting.

#### August 25, 2021

- COVID-19 Update
- The Responses to 2020-2021 Annual Action Plans were reviewed and discussed.
- Discussion of Annual Action Plans for 2022-2023
- DPAC Semi-Annual Update, January-August 2021 was approved for distribution.

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