Santa Monica Community College District

2023-2024 ANNUAL ACTION PLAN TO SUPPORT THE INSTITUTIONAL STRATEGIC INITIATIVES AND OBJECTIVES

ANNUAL ACTION PLAN 1 **Develop a Master Plan for Education, 2024-2029**	**Lead Person:** Kathryn E. Jeffery, Superintendent/President Jason Beardsley, Interim Vice-President of Academic Affairs **Other Responsible Area(s):** Senior Staff Academic Senate Task Force (tbd)

Map to 2017-2022 Strategic Initiatives

- ■ Close Gaps in educational outcomes
- ■ Educational and career opportunities and pathways
- ■ Long-term and integrated planning linked to resource allocation
- ❑ Human Resource plan which supports student success
- ❑ Improve facilities and technology infrastructure, integration and staffing
- ❑ Ensure long-term fiscal stability

Map to Institutional Planning Documents

■ Board of Trustees Core Priorities	■ Accreditation Recommendations
■ Academic Senate Objectives	❑ Institutional Learning Outcomes Supporting Goals[3] #_____
❑ Program Review Observations	❑ CCC Chancellor's Office Vision for Success[4] #_____
❑ Institutional Effectiveness Dashboard Report	❑ Other (specify):
❑ Student Equity Plan Activities	
❑ Guided Pathways Redesign Goals	

Methods to Accomplish the Annual Action Plan (*include timeline*)

The Master Plan for Education, 2024-2029, shall establish a framework for serving SMCCD students, taking into consideration the major demographic, economic, and educational issues facing the SMC community. The Plan will be developed through:

- Consultation with SMC's leadership
- Input from residents, businesses, community leaders, and educators
- Interviews and focus groups with members of the Board of Trustees, students, administrators, faculty members, and classified staff
- Extensive review of SMCCD documents, demographic data, and research
- Internal analysis of Strengths, Weaknesses, Opportunities, and Threats (SWOT)

<u>Spring 2023/Summer 2023</u>

- A consultant will be recommended to the Board of Trustees for approval
- A Task Force will be established to work with the lead administrator and the consultant in the process
    - The Superintendent/President will request recommendations from all SMC constituencies for membership on the Task Force and report back to DPAC

<u>Fall 2023-Spring 2024</u>

- The consultant will work with the lead administrator and members of the Task Force to facilitate the process of developing a Master Plan for Education 2024-2029

Comment: In order to meet the ACCJC requirements for planning, it is essential that Santa Monica College has evidence of a strong planning process, in particular a mission-driven Master Plan for Education. This plan, when developed and integrated through a systematic participatory governance process that includes student learning outcomes and assessment, program review, data analysis, and ongoing dialogue, form the heart of institutional effectiveness. They drive institutional priorities, resource allocation, student achievement, and institutional improvement plans. A Master Plan for Education should do far more than describe a college's existing programs, history, and demographic environment. It should articulate a vision which informs the college's decisions, and guides college faculty and staff toward common goals.
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: Santa Monica College serves a diverse population of students with an array of life experiences, preparedness skills, needs, and goals. Student needs and choices are evolving, and SMC needs to proactively address these changes. With the growth of online learning, students have more choices and are becoming more proactive in their educational choices. Students desire more collaborative and experiential forms of learning. SMC needs to provide the necessary programs and services for successful outcomes. Accountability to measure student success will continue and increase.

Status of Action Plan		
Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services Date: January 11, 2023 Reviewed and Approved by The Budget Committee: April 5, 2023 May 10, 2023: Resubmitted to DPAC: DPAC unanimously approved submission of Annual Action Plan #1 to the Superintendent/ President for inclusion in the District's planning for 2023-2024 and in the 2023-2024 District's budget.	**Fiscal/Budget Committee Response** Recommendation: The budget originally approved for this action plan has not been drawn upon. The same funds will be used. No additional funds are being requested at this time. On April 5, 2023, the Budget Committee reviewed the DPAC Annual Action Plan #1 and recommends the Annual Action Plan #1 to DPAC and Dr. Jeffery as presented, for consideration of inclusion in the 2023-2024 District Budget Link to Budget Committee Input: DPAC Annual Plan Budget Information Form	
Action Plan Submitted to Superintendent/President Date: May 11, 2023	Superintendent/President's Response ☐ Approved ☐ Consider* ☐ Not Approved* **If checked, an explanation will be provided in writing.*	_____ Superintendent/President Date:

Santa Monica Community College District

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ANNUAL ACTION PLAN 2 Launch the Equity-minded Professional Innovation Center, the EpiCenter to be a learning and professional development center for all employee groups. Continued from 2022-2023.	**Lead Person:** Maria Muñoz, Dean of Equity, Pathways and Inclusion Cyrus Fernandez, Human Resources Professional Development Coordinator **Responsible Area(s):** Human Resources Academic Senate CSEA Management Association

Map to 2017-2022 Strategic Initiatives

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Map to Institutional Planning Documents

■ Board of Trustees Core Priorities ■ Academic Senate Objectives ❑ Program Review Observations ❑ Institutional Effectiveness Dashboard Report ■ Student Equity Plan Activities ❑ Guided Pathways Redesign Goals	❑ Accreditation Recommendations 1. Indicate Standard #_____ 2. Quality Focus Essay ❑ Institutional Learning Outcomes Supporting Goals[3] #_____ ❑ CCC Chancellor's Office Vision for Success[4] #_____ ❑ Other (specify):

Methods to Accomplish the Annual Action Plan (*include timeline*)

- Support the Institutional Effectiveness Partnership Initiative (IEPI) committee to complete and implement a comprehensive professional development plan for all employee groups with the outcome to improve student racial equity and sense of belonging on campus.
- Collaborate with senior administrative staff, Academic Senate, Faculty Association, CSEA, Management Association, PDC and CPDC to support the launch of the EpiCenter with a shared leadership model, including funding for personnel and infrastructure needs.
- Offer professional learning and growth opportunities grounded in the principles of equity-mindedness that are designed specifically for each employee group
- Explore methods to increase participation in equity-related professional development activities for all employee groups.

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:

- Coordinate and facilitate professional learning and training opportunities for different employee groups for authentic needs that arise; align with SMC's redesign, equity mission, vision and goals; and, actively foster greater collaboration, synergy and coordinated action to advance student success and racial equity.
- Physical library of texts related to equity, pedagogy, and leadership in the brick-and-mortar space
- Digital library of recorded workshops from past events, including professional development days, as well as curated recordings on various topics of interest to our different employee groups, including trainings, on the EpiCenter website

- Comprehensive Master Calendar of professional development opportunities on campus for all employee groups on the website
- Supporting the work of the PDC and CPDC during biannual professional development days via logistics

Status of Action Plan		
Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services Date: January 11, 2023 Reviewed and Approved by The Budget Committee: April 5, 2023 May 10, 2023: Resubmitted to DPAC: DPAC unanimously approved submission of Annual Action Plan #2 to the Superintendent/ President for inclusion in the District's planning for 2023-2024 and in the 2023-2024 District's budget.	**Fiscal/Budget Committee Response** Recommendation: On April 5, 2023, the Budget Committee reviewed the DPAC Annual Action Plan #2 and recommends the Annual Action Plan #2 to DPAC and Dr. Jeffery as presented, for consideration of inclusion in the 2023-2024 District Budget. Link to Budget Committee Input: DPAC Annual Plan Budget Information Form	
Action Plan Submitted to Superintendent/President Date: May 11, 2023	Superintendent/President's Response ☐ Approved ☐ Consider* ☐ Not Approved* **If checked, an explanation will be provided in writing.*	_____ Superintendent/President Date: