



Santa Monica Community College District
District Planning and Advisory Council
MEETING –MARCH 10, 2021
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, March 10, 2021. This meeting was conducted via Zoom Conference.

I. Call to Order -3:02 p.m.

II. Members Present

Jennifer Merlic, Administration, Chair Designee
Nate Donahue, Academic Senate President, Vice-Chair
Lisa Rose, 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
Tafari Alan, Associated Students Representative
Joshua Elizondo, Associated Students Representative

Others Present

Matt Hotsinpiller
Kennisha Green
Kathryn E. Jeffery

In accordance with Executive Order N-29-20 issued by Governor Gavin Newsom and dated March 17, 2020, members of the District Planning and Advisory Council participated in the meeting by Zoom Conference.

III. Minutes of DPAC Meeting –February 24, 2021: *Unanimously approved.*

IV. Public Comments - None

V. Agenda

1. COVID-19 Update: The Emergency Operations Team discussed spring sports. There are eight spring sports that SMC offers, three of which are in the low contact/low risk category and could possibly be offered this spring. Those are swimming/diving, tennis, and track and field. The Athletics Department has been doing extensive safety planning in coordination with Maintenance/ Operations. The first round of student athletes is being tested on Friday. Every athlete will be tested every two weeks on alternating cycles so half of each team gets tested every week. There are extensive safety protocols about temperature taking and health screenings, directionality in terms of the flow of students and staggering arrival times and signage for maximum occupancy in restrooms. Students will start some conditioning and practice by the end of this month.

Los Angeles County could move into the red tier before too long with new guidelines for higher education such as bringing students back in groups of three or fewer with a faculty member in the performing arts, film production and other activity based areas to allow students to achieve the learning outcomes of the course. Safety protocols would be enforced.

2. Planning Discussion: Strategic Planning Cycle, 2022-2027

Superintendent/President Kathryn E. Jeffery provided some background on the last strategic planning cycle in 2016 which started with a request for proposal from outside agencies/consultants. The proposals were reviewed by DPAC and senior staff, and the Collaborative Brain Trust was selected to lead the college through the process. The extensive engagement with the college constituencies and collecting of information resulted in the Strategic Planning and Facilitation Report for 2017-2022. She suggested that the next cycle of strategic planning should start with a reflective look at the 2017-2022 plan/recommendations and assess the progress toward achieving the initiatives. For the next plan, a call for proposals would be sent at the end of 2021, the work would be done in 2022, and the plan would be operationalized starting in 2023.

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?

A strategic plan should:

- Produce something that is real; a functional to lead us, not sit on the shelf
- Be action oriented; actions that can be immediately applied to the organization
- Be used as a foundation for annual planning, resource allocations, alignment of staffing, and marketing
- Be aligned with other ongoing planning and initiatives
- Be aligned with the mission, vision and core values of the institution
- Inform facilities planning efforts
- Be a process that is inclusive, comprehensive and forward-thinking

Dr. Jeffery suggested that DPAC members ask colleagues at other institutions about their strategic planning process, if it worked well, are they willing to share their experiences, and what company, if any, did they use.

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.

VI. Adjournment – 4:24 p.m.

Meeting schedule through June 2021 (second and fourth Wednesdays each month at 3 p.m.)

March 24

April 14, 28

May 12, 26

June 9, 23

Meeting of the Council of Presidents (COP)

The meeting scheduled for April 14th was cancelled. (Spring break)

The agenda for the DPAC meeting on March 24, 2021 will include the following:

- COVID-19 Update
- Report: Long-term Enrollment Development
- Guided Pathways Scale of Adoption and Action Plan Feedback