



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, September 8, 2021. This meeting was conducted via Zoom Conference.

I. Call to Order -3:05 p.m.

II. Members Present

Mike Tuitasi, Administration, Chair
Jamar London, Academic Senate President, Vice-Chair
Bradley Lane, Administration Representative
Chris Bonvenuto, Management Association Representative
Dione Carter, Management Association Representative
Nate Donahue, Academic Senate Representative
Peter Morse, Faculty Association President
Elaine Roque, Faculty Association Representative
Cindy Ordaz, CSEA Representative
Martha Romano, CSEA Representative
Joshua Elizondo, Associated Students Representative

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 –August 25, 2021: The minutes were unanimously approved.

IV. Public Comments – None

V. Superintendent/President’s Response to DPAC Recommendation -None

VI. Agenda

- COVID-19/Return to Campus
 - Over 9,000 student vaccinations have been processed including medical and religious exemptions. Daily symptom screening continues for faculty and staff. If a fully vaccinated individual has been exposed to COVID-19, they can continue to report to work or classes as long as they remain asymptomatic, but they should not engage in social gatherings. Contact tracing continues for those who have COVID-19 symptoms or test positive. Spread of the virus has not been identified.
 - There are ten temporary student services clerks who check the vaccination status of students walking into library, the Student Services center and the food pantry.
 - The drive-through food pantry has ended. The college continues to support students and their food needs with an on-ground food pantry.

- Enrollment: Credit enrollment as of this date is down 13.91 percent; noncredit is down 17.49 percent. There will be a considerable amount of schedule adjustments, especially given that the refund deadline is over the weekend. Significant safeguards are in place to deal with fraudulent applications (primarily for financial aid) by students who are not really students. There are signs of recovery in the international market with applications up about 3 percent over last year, however it will take several years to return to pre-pandemic conditions. Other countries have revamped their international programs to attract students creating more competition which will be an ongoing challenge. SMC has increased its partner agent commissions and anticipate an increase in international applications. In addition, there are continuing activities to get domestic students to enroll in more units, including a telephone campaign during the summer with the ambassadors promoting the SMC Promise Program and an ongoing campaign to re-engage students who stopped out due to the pandemic.

- President's Task Force Report (*deferred to next meeting*)

- [DPAC Orientation](#)

- Accreditation Update: The kick-off meeting will be held on September 14, 2021. The session will include:
 - Introduction of Standard Leads
 - Accreditation Cycle and what it means for SMC
 - ISER (Institutional Self-Evaluation Report) Tips and Updates: Kevin Botenbal, ACCJC Liaison
 - Breakout sessions – Standards Leads
 - Accreditation Timeline
 - Standard Group Expectations

SMC's ISER is due December 2022. SMC's site visit will take place in the fall of 2023. Fall 2021 will involve the Accreditation Steering Committee and subcommittees getting oriented, monthly meetings commencing and the standard committees assembling evidence. Bradley Lane, Vice-President of Academic Affairs, will serve as the Accreditation Liaison Officer. George Davison and Mitch Heskell will serve as editors.

- Proposed support for DPAC 2021-2022 Annual Action Plans: Hannah Lawler, Dean of Institutional Research, presented a proposal to provide structured and sustained support for all lead persons and collaborators responsible for accomplishing a DPAC Annual Action Plan (see attached). This would involve a series of workshops to support pre-planning, implementation, and evaluation/assessment efforts of the 2021-2022 Annual Action Plans. The workshops will provide dedicated space and opportunity for lead persons and others identified as responsible area(s) to actively collaborate and work as a team.

The proposal includes the following activities:

- Workshop #1, September or early October: Activating the Planning Process through Inquiry. The workshop will focus on getting all participants on the same page in terms of understanding of the equity-minded inquiry process and attributes of meaningful metrics. The session will include a facilitated activity that will walk the participants through a series of questions to help them:
- Individualized Support, September – November 2021: Conducting Additional Inquiry. When relevant, IR will gather the baseline data (for the metrics identified in workshop #1) and conduct further inquiry (i.e., administer surveys, focus groups, analyze administrative data) to answer one or more of the questions posed by the DPAC action teams. The IR team will meet with teams individually to facilitate sense-making of the new data to inform the team's action steps.

- Workshop #2, May 2022: Assessment and Reflection. The purpose of the late spring workshop will be to guide the DPAC action plan teams in assessing their progress on the plan and reflecting on the results of the outcomes. Details to be flushed out (want to keep fluid depending on needs of action plan teams).

Members of DPAC agreed with the proposal.

- Responses to 2020-2021 Annual Action Plans #3, #7 and #8: Annual Action Plans #3 and #7 were accepted as submitted. It was requested that the response for AAP#8, Technology Master Plan, be revised by separating activities related to the Technology Master Plan and activities related to COVID-19 (not part of the TMP) and resubmitted.
- Continue discussion of 2022-2023 Annual Action Plans. The 2021-2022 Annual Action Plans were reviewed to determine which ones, if any, should be continued in some format into 2022-2023 Annual Action Plans. It was suggested that the following 2021-2022 Annual Action Plans be continued in some format.

REDUCE EQUITY GAPS

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)

ACTION PLAN 2

Reduce racial equity gaps in course success for largest gateway courses via professional development in equity-minded teaching practices and curricular development.

ACTION PLAN 3

Reduce racial equity gaps and increase success in AB 705 mathematics courses

ACTION PLAN 4

Reduce racial equity gaps and increase success in English 1 (including English 1 + 28)

Other suggestions included developing 2022-2023 Annual Action Plans related to the following:

- Accreditation
- Five-Year Strategic Planning Process/Master Plan
- Return to Campus
- International Students

V. Adjournment – 5:09 p.m.

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

September 22	January 12, 26, 2022
October 13, 27	February 9, 23
November 10, 24	March 9, 23
December 8	April 13, 27
	May 11, 25
	June 8, 22