



Santa Monica Community College District  
District Planning and Advisory Council  
MEETING – OCTOBER 14, 2020  
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, October 14, 2020 at 3:00 p.m. This meeting will be conducted via Zoom Conference.

I. Call to Order

II. Members

Jennifer Merlic, Administration, Chair Designee  
Nate Donahue, Academic Senate President, Vice-Chair  
Mike Tuitasi, Administration Representative  
Chris Bonvenuto, Management Association Representative  
Teresita Rodriguez, Management Association Representative  
Jamar London, Academic Senate Representative  
Peter Morse, Faculty Association President  
Elaine Roque, Faculty Association Representative  
Cindy Ordaz, CSEA Representative  
Dee Upshaw, CSEA Representative  
Tafari Alan, Associated Students 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 will participate in the meeting telephonically or by Zoom Conference.

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/93886279276>

Or iPhone one-tap (US Toll): +16699006833,93886279276# or  
+12532158782,93886279276#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

Meeting ID: 938 8627 9276

## Public Comments

### Instructions for Submitted Written Comments

Individuals wishing to submit written comments to be read at a DPAC meeting shall send an email to DPAC Coordinator [ROSE\\_LISA@smc.edu](mailto:ROSE_LISA@smc.edu) by 2:30 p.m. for the meeting beginning at 3 p.m. The email should contain the subject line "DPAC Written Comments" and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item

### Instruction for Participating in DPAC Meeting by Zoom

Individuals wishing to speak at a DPAC meeting shall send an email to DPAC Coordinator [ROSE\\_LISA@smc.edu](mailto:ROSE_LISA@smc.edu) by 2:30 p.m. for the meeting beginning at 3 p.m. The email should contain the subject line "DPAC Written Comments" and include the following information in the body of the email:

- Name
- Address
- Name of organization (if applicable)
- Topic or Item

When it is time for a speaker to address DPAC, their name will be called and the microphone on their Zoom account will be activated. A speaker's Zoom Profile should match their real name.

III. Review of Minutes: September 23, 2020

IV. Reports

V. Superintendent/President's Response to DPAC Recommendations, if any.

VI. Agenda

1. COVID-19 Update
2. Discuss DPAC Quarterly Report (see attached draft) and Introductory Video
3. Draft Recommendation: It is recommended that the Superintendent/President establish a Presidential Task Force to assess impacts of the remote environment on the SMC student experience, identify practices that generated benefits, and develop plans to integrate beneficial practices into SMC' post-pandemic environment.
4. Continue development of 2021-2022 Annual Action Plans: Due by October 28, 2020

VII. Adjournment

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

October 28	January 13, 27, 2021
November 11, 25	February 10, 24
December 9	March 10, 24
	April 14, 28
	May 12, 26
	June 9, 23

**District Planning and Advisory Council (DPAC)**  
Meeting schedule through June 2021  
(second and fourth Wednesdays each month at 3 p.m.)

Meeting Date	Topic	Invitees/Responsible Areas/ Related Reports
June 24	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• Budget Update</li> <li>• Accreditation Update</li> </ul>	
July 8	<ul style="list-style-type: none"> <li>• Equal Employment Opportunity Plan</li> <li>• Review of DPAC Scope and Function/Update for 2020-2021</li> <li>• COVID-19 Update</li> <li>• Budget Update</li> </ul>	<p>Tre'Shawn Hallbaker</p> <p>Jennifer Merlic</p> <p>Mike Tuitasi</p> <p>Chris Bonvenuto</p>
July 22	<ul style="list-style-type: none"> <li>• DPAC Annual Report, 2019-2020</li> <li>• COVID-19 Update</li> <li>• International Students Update</li> <li>• 2020-2021 Action Plans</li> </ul>	<p>Jennifer Merlic/Nate Donahue</p> <p>Mike Tuitasi</p> <p>Pressian Nicolov</p> <p>Chris Bonvenuto</p>
August 12	Meeting Cancelled	
August 26	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• 2020-2021 Annual Action Plans: Superintendent's Response</li> <li>• Responses to 2019-2020 Action Plans</li> <li>• Start process to develop 2021-2022 Action Plans</li> </ul>	<p>Mike Tuitasi</p> <p>Chris Bonvenuto/Jennifer Merlic</p> <p>DPAC</p> <p>Academic Senate Retreat: Discuss potential Action Plans for 2021-2022</p>
September 9	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• Information Technology Master Plan, 2020-2025</li> <li>• Continue development of Action Plans for 2021-2022</li> </ul>	<p>Mike Tuitasi</p> <p>Marc Drescher</p> <p>DPAC</p> <p>Invite input from others as needed</p> <p>Review 2020-2021 Actions Plans</p>
September 23	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• Accreditation Mid-Term Report</li> <li>• Adopted 2020-2021 Budget</li> <li>• Continue development of Action Plans for 2021-2022</li> </ul>	<p>Mike Tuitasi</p> <p>Erica LeBlanc</p> <p>Chris Bonvenuto</p> <p>DPAC</p> <p>Invite input from others as needed</p>
	Council of Presidents	Review DPAC Actions/Discussions for DPAC News (July – September)

October 14	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• Recommendation to Superintendent/President to establish a Presidential Task Force to assess impacts of the remote environment on the SMC student experience.</li> <li>• Discuss DPAC Quarterly Report and Video</li> <li>• Continue development of Action Plans for 2021-2022</li> </ul>	<p>Mike Tuitasi</p> <p>DPAC Invite input from others as needed <b>Academic Senate Annual Objectives Board Goals and Priorities</b></p> <p>Invite Kiersten Elliott and Grace Smith</p>
October 28	<ul style="list-style-type: none"> <li>• COVID-19 Update</li> <li>• Submission of Action Plans for 2021-2022 <b>Vision for Success/IE Dashboard Institutional Effectiveness Observations</b></li> </ul>	<p>Mike Tuitasi</p> <p>DPAC Invite input from others as needed</p> <p>Hannah Lawler</p>
November 11	<p>Continue development of Action Plans for 2021-2022</p> <p><b>Program Review Planning Summary</b></p>	<p>DPAC</p> <p>Stephanie Amerian and Erica LeBlanc</p>
November 25		
December 9	Finalize Action Plans for 2021-2022	DPAC
	<b>Council of Presidents</b>	<b>Review DPAC Actions/Discussions for DPAC News (October-December)</b>
January 1, 2021	Forward Action Plans for 2021-2022 for to Senior Staff, Fiscal, and Budget Committee	DPAC
	<b>Governor's Proposed Budget for 2021-2022</b>	Chris Bonvenuto
January 27		Fiscal/Budget Committee Reviews 2021-2022 Annual Action Plans
February 10		
February 24		
March 10		Fiscal/Budget Committee forwards 2021-2022 Action Plans to DPAC with comments
March 24	<b>Guided Pathways Scale of Adoption Assessment</b>	Jennifer Merlic and Pathways Team
	<b>Council of Presidents</b>	<b>Review DPAC Actions/Discussions for DPAC News(January-March)</b>
April 14	DPAC review 202-2022 Action Plans with Fiscal/Budget Committee input and forwards them to the Superintendent/President	

April 28		
May 12		
May 26	Review 2021-2022 Annual Actions Plans with Budget Committee input	DPAC
June 9	Tentative Budget for 2021-2022	Chris Bonvenuto Hannah Lawler Vicki Drake and Erica LeBlanc
June 23	Start process for responses to 2020-2021 Action Plans	DPAC
	Council of Presidents	Review DPAC Actions/Discussions for DPAC News(April-June)



## District Planning and Advisory Council (DPAC) Quarterly Update July through September 2020

The purpose of this quarterly 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 over the last quarter. If you have questions about the planning process or actions undertaken by DPAC, please contact your constituent group's DPAC representative:

- Committee Chairs: Jennifer Merlic (Chair Designee) and Nate Donahue (Vice-Chair)
- Academic Senate: Jamar London
- Faculty Association: Peter Morse and Elaine Roque
- CSEA: Cindy Ordaz and Dee Upshaw
- Associated Students: Tafari Alan and Joshua Elizondo
- Administration Representative: Mike Tuitasi
- Management Association: Christopher Bonvenuto and Teresita Rodriguez

[Link to DPAC Website](#)

### Summary of DPAC Meetings

For more detailed information, go to [DPAC Meeting Website](#) for minutes of meetings or the [2020-2021 Annual Report](#)

#### July 8, 2020

- COVID-19 Update
- 2020-2021 Tentative Budget
- DPAC reviewed the draft [2020-2021 DPAC Scope and Function](#)
- DPAC received and reviewed the [Equal Employment Opportunity Plan](#) developed by SMC Human Resources Subcommittee

#### July 22, 2020

- DPAC approved the [DPAC Annual Report 2019-2020](#)
- COVID-19 Update
- International Students Update
- DPAC approved the [2020-2021 Annual Action Plans with Fiscal/Budget Committee input](#) to be forwarded to the Superintendent/President

#### August 26, 2020

- COVID-19 Update
- DPAC received responses from the Superintendent/President on the 2020-2021 Annual Action Plans
- [Responses to the 2019-2020 Annual Action Plans](#) were reviewed by DPAC
- DPAC had an initial discussion on the development of Annual Action Plans for 2021-2022

#### September 9, 2020

- COVID-19 Update
- [The Information Technology Master Plan for 2020-2025](#) was presented
- DPAC reviewed the 2020-2021 Annual Action Plans to determine if any of them should be carried over to 2021-2022 in some form

#### September 23, 2020

- COVID-19 Update
- Recommendation: It is recommended that the Superintendent/President establish a Presidential Task Force to assess the positive impacts on the student experience of the COVID-19 remote learning environment.
- Response to 2019-2020 Annual Action Plan #4: Implement the STEM Area of Interest (Aoi), Student Care Teams
- Accreditation Mid-Term Report
- 2020-2021 Budget Report
- Continue development of 2021-2022 Annual Action Plans: Due by October 28, 2020