



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, November 9, 2022. 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  
Jason Beardsley, Administrative Representative  
Chris Bonvenuto, Management Association Representative  
Dione Carter, Management Association Representative  
Stephanie Amerian, Academic Senate Representative  
Peter Morse, Faculty Association Representative  
Matt Hotsinpiller, Faculty Association Representative  
Cindy Ordaz, CSEA President  
Martha Romano, CSEA Representative

III. The minutes of the DPAC meeting on October 26, 2022 were unanimously approved.

IV. Public Comments - None

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

VI. Agenda

1. Update: COVID-19/Return to Campus.

There were 1,662 new COVID cases reported for today; 10 new deaths and 492 hospitalizations. The County Department of Public Health released their guidance for higher education recommending that masking may be based on individual preference when indoors as described by the Los Angeles County Health Order, but institutions may be stricter. There are many events planned around campus following safety protocols. Safety protocols are being updated for office meetings, general meetings and special events.

The masking matrix has been circulated to the constituent groups for review and input. The Emergency Operations Team addressed the concerns and questions received and revised the matrix accordingly. A Frequently Asked Questions page is being developed.

2. Update: Accreditation. The final draft of the Institutional Self-Evaluation Report (ISER) and the Quality Focus Essay (QFE) were approved by the Board of Trustees at its meeting on November 1, 2022. The ISER and QFE will be circulated to college groups to prepare for the accreditation visit. There will be a virtual accreditation team visit on March 23, 2023, and the team in-person visit will be the week of September 25, 2023.

3. Update: Student Equity Planning: Dr. Muñoz Munoz, Interim Dean of Equity, Pathways and Inclusion presented the Student Equity Plan 2.0. The report has been presented to the Academic Senate and the Management Association, will be presented to CSEA and Senior Staff, and then to the Board of Trustees on December 13, 2022.

In order to continue efforts to advance racial equity at California Community Colleges, the Chancellor's Office has communicated some significant changes to guide the institution's 2022–2025 Student Equity Plan (SEP) 2.0 cycle. To start, institutions need to move from thinking about the Student Equity Plan as being a “transactional” or “compliance-driven” approach to a more transformational approach.

Link to [Student Equity Plan 2.0](#)

1. Continue development of Action Plans for 2023-2024  
A potential Annual Action Plan for Enrollment and Retention was discussed. Teresita Rodriguez, Vice-President of Enrollment Development, reported that the enrollment development team continues to do its work in all areas related to enrollment and retention. Policies are being reviewed and revised to eliminate any barriers and simplify the enrollment process for students. To develop an annual action plan, they are looking at a plan that would have high impact but does not currently have momentum behind it.

Suggestions included:

- Focus on stealth students (students engaging with the college looking for information via the website). Assess the college website and make it easier to navigate.
- Focus on students who have experienced learning loss making it extremely difficult for them to succeed.
- Embed counselors and/or tutors, or high-impact practices in at-risk math and English classes.
- Focus on efforts besides learning, like mental health issues, which can contribute to anxiety and a lack of motivation.
- Revisit the summer bridge program
- Develop a high-impact program that is visible, accessible and integrated into students' expectation.

Assignment of lead person(s) to prepare 2023-2024 Annual Action Plan form.

#1: Master Plan for Education - Jason Beardsley

#2: Relaunch *The Center*- Maria Muñoz and Human Resources Professional Development Coordinator

#3: Related to Enrollment and Retention - Teresita Rodriguez, Mike Tuitasi and Jason Beardsley will discuss

III. Adjournment – 4:41 p.m.

Meeting schedule for 2022-2023 (second and fourth Wednesdays each month at 3 p.m.)

December 14

January 11, 25, 2023

February 8, 22

March 8, 22

April 12, 26

May 10, 24

June 14, 28