

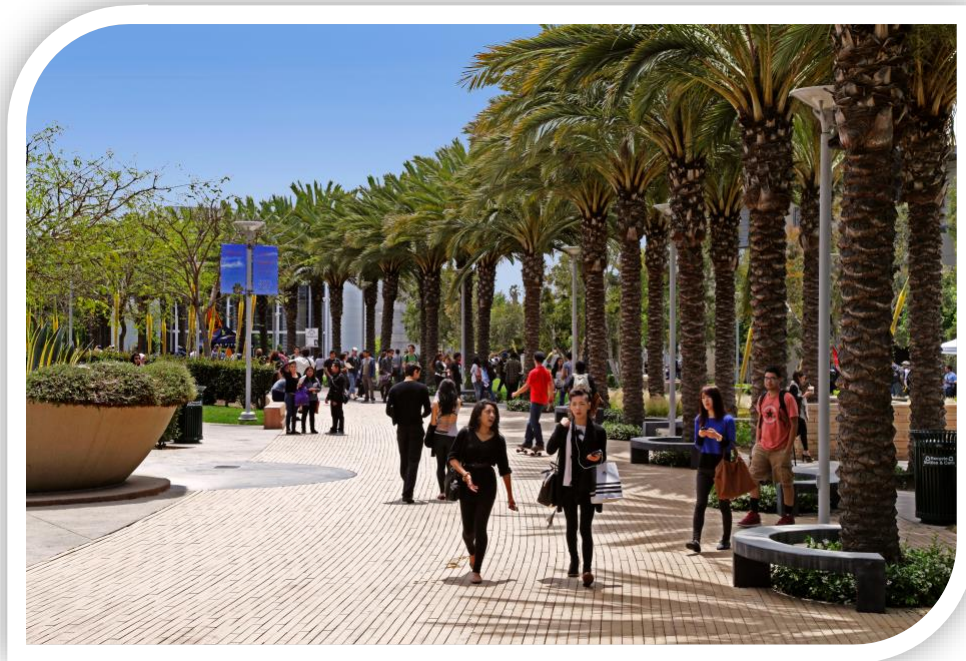


Santa Monica Community College District

## District Planning and Advisory Council

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Annual Report  
2021-2022





Santa Monica Community College District  
District Planning and Advisory Council

DPAC ANNUAL REPORT  
2021-2022

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BP 2515 DISTRICT PLANNING AND ADVISORY COUNCIL

The Board recognizes the District Planning and Advisory Council (DPAC) as the body primarily responsible for making recommendations to the Superintendent/President on matters that are not otherwise the primary responsibility of the Academic Senate (BP 2511), Classified Staff (BP 2512), Associated Students (BP 2513) or the Management Association (BP 2514). Issues include, but are not limited to, District budget, facilities, human resources, instruction, student services and technology planning. Discussion of these issues by the Council will not supplant the collective bargaining process.

DPAC is the College's primary planning body. It is the responsibility of DPAC to facilitate the District's long-term planning efforts, including the assessment of the College's planning process. Every five years, DPAC develops recommendations for new Strategic Initiatives and reviews the Vision, Mission and Goals. DPAC also develops annual action plans that support the five-year strategic initiatives and objectives.

The District Planning and Advisory Council shall comprise representatives of the faculty (Academic Senate and Faculty Association), classified staff (CSEA Chapter 36), students (Associated Students) and management (Administration/Management Association), who shall mutually agree upon the numbers, privileges, and obligations of Council members. The District Planning and Advisory Council shall establish its own procedures in conformity with the law.

Adopted: 1/10/2005

Revised May 4, 2009; June 6, 2017, February 5, 2019

For more detailed information, go to [DPAC Meeting Website](#)



## District Planning and Advisory Council

### SCOPE AND FUNCTION

2021-2022

#### District Planning and Advisory Council (DPAC)

The District Planning and Advisory Council (DPAC) is the advisory body primarily responsible for making recommendations to the Superintendent/President on matters that are not otherwise the primary responsibility of the Academic Senate (BP 2511, Classified Staff (BP 2512), Associated Students (BP 2513) or the Management Association (BP 2514). Issues include, but are not limited to, District budget planning, facilities planning, human resources planning, and technology planning. Discussion of these issues by the Council will not supplant the collective bargaining process.

Reference: Board Policy 2515

#### DPAC Members:

Superintendent/President (or designee)  
Academic Senate President (or designee)  
Faculty Association President (or designee)  
CSEA President (or designee)  
Management Association President (or designee)  
Associated Students President (or designee)

Each Constituency Group President (or designee) shall be allowed one additional seat at DPAC meetings for a total of 12 members.

#### DPAC Chair and Vice-Chair:

The Superintendent/President is a de facto member of DPAC and shall serve as Chair of DPAC. The Superintendent/President may appoint a designee in June to serve as chair for a one-year term the following fiscal year. If a designee is appointed, the Superintendent/President, as a de facto member, is welcome to attend DPAC meetings. DPAC may extend a special invitation to the Superintendent/President to participate in discussion of a specific topic.

The Vice-Chair shall be elected by a majority vote of DPAC in June to serve a one-year term for the following fiscal year.

Note: The Vice Chair shall not come from the same constituency group as the Chair of DPAC. If the Superintendent/President selects a faculty person for Chair then the Vice Chair must come from a constituency group other than faculty.

Responsibilities of the DPAC Chair and Vice-Chair

- The Chair shall preside at meetings of DPAC
- The Vice-Chair shall preside at meetings of DPAC in the absence of the Chair
- The Chair and Vice-Chair shall review agendas and minutes of DPAC meetings prior to distribution
- The Chair and Vice-Chair shall assure that DPAC’s recommendations are conveyed to the Superintendent/President

Privileges and Responsibility of DPAC Members

- Each member is expected to review agenda packets prior to each meeting
- Each member is expected to attend meetings
- Each member is expected to represent their group in discussions and deliberations
- It is the responsibility of constituent leaders to solicit input from their respective constituencies to assist DPAC in developing proposed Annual Action Plans.

DPAC Coordinator

The DPAC Coordinator shall be responsible for the following:

- Prepare, post/distribute agendas for DPAC meetings in compliance with the Brown Act (72 hours in advance of a regular meeting)
- Prepare, post/distribute minutes of DPAC meetings
- Keep a full, accurate and indexed record of DPAC proceedings
- Maintain all DPAC records and files
- Prepare DPAC Annual Report

Meetings

Meetings of the District Planning and Advisory Council are subject to the provisions of the Brown Act. The District Planning and Advisory Council meets on the second and fourth Wednesdays of the month.

Quorum/Substitutes

A quorum will consist of a simple majority of appointed DPAC members (7 of 12 members) or designee. DPAC members are expected to make every effort to attend all DPAC meetings, but if DPAC members are unable to attend a meeting and send a substitute to attend in their place, the Chair, Vice-Chair and Coordinator shall be notified of any substitutions prior to the meeting.

Two votes per each constituency group or one vote per sub-constituency group.

Academic Senate	1 vote
Faculty Association	1 vote
CSEA	2 votes
Management Association	1 vote
Administration	1 vote
Associated Students	2 votes

Note: There are 8 votes on DPAC

Orientation for DPAC Members

An annual orientation session will be held for members of DPAC.

DPAC Recommendations to the Superintendent/President

It is the charge of DPAC to make recommendations related to planning to the Superintendent/President. It is the responsibility of the Chair and Vice-Chair to convey DPAC’s recommendations to the Superintendent/ President. The Superintendent/President will respond to DPAC recommendations either in person, in writing or through a report from the Chair at a subsequent DPAC meeting. The Superintendent/President’s responses will be reflected in the DPAC minutes.

## Institutional Planning

The institutional planning process—both long-term and annual—is coordinated by DPAC. Every five years, DPAC facilitates the review of the College’s Vision, Mission, and Goals statements, conducts an evaluation of all aspects of the institutional planning process, and identifies long-term strategic initiatives to inform the identification of annual action plans that support the strategic initiatives and objectives. DPAC shall forward the results of these processes to the Superintendent/President as a recommendation for adoption.

## Annual Action Plans

Development of the Annual Action Plans is also the responsibility of DPAC. Reports on the previous year’s annual action plans, including the status of completion for each plan, are used in developing annual action plans for the next year. DPAC reviews a number of major planning documents, including, but not limited to:

- Academic Senate Objectives
- Accreditation Reports
- Board of Trustees Goals and Priorities
- Capital Outlay Programs Update
- CCC Chancellor’s Office Vision for Success
- Institutional Effectiveness Committee Observations
- Program Review Planning Summary
- SMC Vision for Success Goals
- Strategic Planning and Facilitation Summary/Strategic Initiatives
- Student Equity Plan
- Student Equity and Achievement Program Report
- Information Technology, Areas of Focus

Annual Action Plans should:

- Align and support the Strategic Initiatives and Objectives
- Should map to Institutional Planning Documents
- Align with the Chancellor’s Office Vision for Success

The process for developing Annual Action Plans identifies linkages among the various components of the overall institutional planning process, provides an estimated cost and funding source (with a descriptive budget narrative) for each action plan and describes methods to accomplish each action plan; and lists anticipated outcomes for each action plan. The resulting Annual Action Plans are forwarded to the Superintendent/President as a recommendation for adoption.

The Annual Action Plans will inform the development of the annual calendar of DPAC meetings. DPAC will agree on the calendar, and the appropriate parties working on the annual action plans will be invited to attend meetings when those topics are relevant to their work. The presidents of each constituency (Council of Presidents) will jointly coordinate agendas for DPAC meetings.

Planning Subcommittees:

1. Budget Planning
2. Facilities Planning
3. Human Resources Planning
4. Technology Planning
5. Other subcommittees, as needed, to assist DPAC with the institutional planning process

Meetings of the DPAC Planning Subcommittees are subject to the provisions of the Brown Act. Planning Subcommittees shall comprise four representatives of each constituency group or two representatives of each sub-constituency group.

Faculty (2 Academic Senate/2 Faculty Association)  
Classified (4 CSEA)  
Managers (2 Administration /2 Management Association)  
Students (4 Associated Students)

DPAC shall determine the scope and function of the Planning Subcommittees. DPAC provides direction to the four Planning Subcommittees.

Quorum

A quorum will consist of a simple majority of subcommittee members appointed by employee constituency groups (7 of 12 members), or designee.

Voting on Planning Subcommittee

Each member of the planning subcommittee has one vote (4 faculty, 4 classified, 4 managers, 4 students)

Planning Subcommittees Co-Chairs

One Co-Chair named by the Superintendent/President  
The Superintendent/President may name any Santa Monica College employee or student as this co-chair.

One Co-Chair elected by the planning subcommittee  
This co-chair shall be selected from within the subcommittee membership by September 30<sup>th</sup> of each year.

Note: Chairs shall not come from the same constituency group. If the Superintendent/President selects a faculty person for chair then the other chair must come from a constituency group other than faculty.

Additional Note: Co-Chairs (or designees) of the Planning Subcommittees will be required to attend DPAC meetings at which discussions of annual action plans relevant to the work of the subcommittee are agendized.

### Responsibilities of the Planning Subcommittees Co-Chairs

- Develop the schedule of meetings
  - All planning subcommittees shall meet at least once a month, excluding intersessions, at a fixed time. A written summary report of each subcommittee's work related to the annual actions plans shall be provided to DPAC at the end of the academic year.
- Work cooperatively to:
  - Develop meeting agendas
  - Post/distribute agendas in compliance with the Brown Act (72 hours in advance of a regular meeting)
  - Preside over meetings using standing rules agreed upon by the subcommittee
  - Prepare minutes of meetings
  - Post/distribute minutes

### Resources to DPAC

1. Academic Senate Joint Committees (these committees are not subcommittees of DPAC)
  - a. Program Review
  - b. Curriculum
  - c. Student Affairs
  - d. Institutional Effectiveness
2. Other committees/College groups/staff who are already doing work related to the Strategic Initiatives and annual action plans will be invited to appropriate DPAC meetings as needed to participate in discussions relevant to their work.

Approved: 4/21/05

Revised: 5/25/05, 6/8/05; 6/22/05, 2/27/08, 9/10/08, 1/28/09, 8/12/09, 11/11/09, 11/13/13, 12/10/14, 10/28/15, 10/12/2016, 11/14/2018



Santa Monica Community College District  
District Planning and Advisory Council  
2021-2022

Members, 2021-2021

Mike Tuitasi, Administration, Chair Designee  
Bradley Lane, Administration

Christopher Bonvenuto, Management Association President  
Dione Carter, Management Association Representative

Jamar London, Academic Senate President, Vice-Chair  
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 President  
Ali Shirvani, Associated Students Representative

Revised 7/2021

Resource Liaisons

Co-Chairs, Budget Planning Subcommittee  
Co-Chairs, Facilities Planning Subcommittee  
Co-Chairs, Human Resources Planning Subcommittee  
Co-Chairs, Technology Planning Subcommittee

Chair and Vice-Chair Academic Senate Joint Curriculum Committee  
Chair and Vice-Chair, Academic Senate Joint Program Review Committee  
Chair and Vice-Chair, Academic Senate Joint Student Affairs Committee  
Chair and Vice-Chair Academic Senate Institutional Effectiveness Committee

Meetings, 2021-2022

The District Planning and Advisory Council met on the second and fourth Wednesdays of the month. Following is the schedule of meetings held for 2021-2022.

July 28, 2021	January 12, 26, 2022
August 25	February 23
September 8, 22	March 9, 23
October 13, 27	April 27
November 10	May 11, 25
December 8	June 8, 22

**District Planning and Advisory Council  
Planning Subcommittees**

Budget Planning Subcommittee

Facilities Planning Subcommittee

Human Resources Planning Subcommittee

Technology Planning Committee

Quorum

A quorum will consist of a simple majority of subcommittee members appointed by employee constituency groups (7 of 12 members), or designee.

Overarching Guiding Principles for DPAC Planning Subcommittees

- Each subcommittee should make recommendations as directed by DPAC on matters within its jurisdiction that are consistent with the District’s Mission, Vision and Supporting Goals, Strategic Initiatives and the Annual Action Plans.
- Each planning subcommittee should factor recommendations from other planning areas.
- Members of the planning subcommittees should report back to their respective constituencies on a regular basis.

Responsibilities of the Planning Subcommittees Co-Chairs

- Develop the schedule of meetings
- All planning subcommittees shall meet at least once a month excluding intersessions during the fall and spring semester at a fixed time and location and report to the District Planning and Advisory Council as requested.
- Work cooperatively to:
  - Develop meeting agendas
  - Post/distribute agendas in compliance with the Brown Act (72 hours in advance of a regular meeting)
  - Preside over meetings using standing rules agreed upon by the subcommittee
  - Prepare minutes of meetings
  - Post/distribute minutes

(Approved 1/28/09, Revised 10/12/2016, November 2018)



DPAC ANNUAL REPORT  
2021-2022

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
Sorted Chronologically			
July 28, 2021	COVID-19 Update	<ul style="list-style-type: none"> <li>Some concerns/questions were raised related to the process and responsible parties for reporting possible exposures. These questions/concerns will be forwarded to the Emergency Operations Team for clarification.</li> <li>A resolution for the Board of Trustees to direct the Superintendent/President to require evidence of COVID-19 Vaccinations for all students and employees will be submitted to the Board at its meeting on August 3, 2021. Each constituency has been informed of the resolution. The operational plan is still being developed.</li> </ul>	
July 28, 2021	DPAC Annual Report, 2020-2021		<p><u>A - #2021-2022.1</u> Motion was made by Elisa Meyer and seconded by Elaine Roque to approve the DPAC Annual Report, 2020-2021. It was unanimously approved with one abstention (Dagmar Gorman, CSEA Representative).</p>

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
July 28, 2021	DPAC Scope and Function, for 2021-2022	The DPAC Scope and Function was reviewed to remind current and new DPAC members of how DPAC functions. It will be updated for 2021-2022 as new members are appointed.	
August 25, 2021	COVID-19 Update	<ul style="list-style-type: none"> <li>• Clarification was provided on how to report exposure to COVID-19 or an outbreak on campus. If an employee indicates on the checklist that they have been exposed, they should stay home, notify their healthcare provider and supervisor and call or email the COVID-19/HR response team. It is the same for students, except they should notify their instructor. There are designated individuals who will take the lead in contact tracing and ask questions about the exposure. Following that, the appropriate L.A. County protocols provided are followed.</li> <li>• Training for faculty returning to classroom was provided on August 24<sup>th</sup>. Maintenance and Operations report that all classrooms to be used for on-ground classes will be set up by Friday. Students will need to verify vaccination status to be allowed in classrooms.</li> <li>• There will be limited access to the library and the Student Services building. Volunteers and temporary staff will be stationed to verify vaccination status and appointments status.</li> <li>• The marketing group is working on signage throughout the campus.</li> <li>• Testing will be set up in lot 5 starting September 7th for free walk-ups and appointments</li> </ul>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
August 25, 2021	2020-2021 Annual Action Plans: Responses	DPAC reviewed and discussed the responses to the 2020-2021 Annual Action Plans. #1, #2, #4, #5, #6, #9, and #10 were accepted as submitted. #3 will be sent back to the preparer for additional information related to future professional development opportunities for faculty and learning resources staff members. #7 and #8 were deferred to the next DPAC meeting when Chris Bonvenuto and Marc Drescher can be present to comment on the responses.	
August 25, 2021	2022-2023 Annual Action Plans	DPAC is responsible for developing the Annual Action Plans and will consider input provided from the college constituencies. The process for developing the 2022-2023 Annual Action plans will continue through fall 2021	
August 25, 2021	DPAC Semi-Annual Update, January-June 2021		<u>C- #2021-2022.2</u> The update was approved by consensus for distribution to the college community in September. It will include a video featuring Nate Donahue providing an update on the 2021-2022 Annual Action Plans.

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
September 8, 2021	COVID-19/Return to Campus Update	<p>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.</p> <p>The drive-through food pantry has ended. The college continues to support students and their food needs with an on-ground food pantry.</p>	
September 8, 2021	DPAC Orientation	<a href="#">DPAC Orientation</a>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
September 8, 2021	Accreditation Update	<p>Accreditation Update: The kick-off meeting will be held on September 14, 2021. The session will include:</p> <ul style="list-style-type: none"> <li>• Introduction of Standard Leads</li> <li>• Accreditation Cycle and what it means for SMC</li> <li>• ISER (Institutional Self-Evaluation Report) Tips and Updates: Kevin Botenbal, ACCJC Liaison</li> <li>• Breakout sessions – Standards Leads</li> <li>• Accreditation Timeline <ul style="list-style-type: none"> <li>• Standard Group Expectations</li> </ul> </li> </ul> <p>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.</p>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
September 8, 2021	2022-2023 Annual Action Plans Proposed support for DPAC 2021-2022 Annual Action Plans	<p>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.</p> <p>The proposal includes the following activities:</p> <ul style="list-style-type: none"> <li>• 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:</li> <li>• 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</li> </ul>	Members of DPAC agreed with the proposal.



Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
		<p>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.</p> <ul style="list-style-type: none"> <li>• 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).</li> </ul>	
September 8, 2021	2020-2021 Annual Action Plans Responses to #3, #7 and #8	<p>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.</p> <p>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.</p>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
		<p>REDUCE EQUITY GAPS</p> <p>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)</p> <p>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.</p> <p>ACTION PLAN 3 Reduce racial equity gaps and increase success in AB 705 mathematics courses</p> <p>ACTION PLAN 4 Reduce racial equity gaps and increase success in English 1 (including English 1 + 28)</p> <p>Other suggestions included developing 2022-2023 Annual Action Plans related to the following:</p> <ul style="list-style-type: none"> <li>– Accreditation</li> <li>– Five-Year Strategic Planning Process/Master Plan</li> <li>– Return to Campus</li> <li>– International Students</li> </ul>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
September 22, 2021	Accreditation Update	<p>The Accreditation kick-off was held on September 14<sup>th</sup> with ACCJC representative Kevin Botenbal. Superintendent Kathryn Jeffery and 38 others in attendance. The leads (one administrator and one faculty member) for the four standards and substandard leads were identified, and appointments to the Steering Committee will be finalized soon. Dione Carter and Jamar London will be meeting with Dr. Jeffery on September 30<sup>th</sup> to provide an update and get feedback. An Accreditation website will be created and updated to provide current information related to accreditation</p>	
September 22, 2021	COVID-19/Return to Campus	<ul style="list-style-type: none"> <li>• COVID-19 cases and hospitalizations are decreasing. SMC has not had any outbreaks or clusters during the pandemic, including any time students have been back on campus.</li> <li>• The testing center is now open in lot five.</li> <li>• The college continues to evaluate all processes for safety and compliance with L.A County guidelines</li> <li>• Safety training continues for all current and new employees.</li> <li>• Planning for winter and spring is underway, including conversations with Academic Affairs to evaluate new spaces that are not currently being used and protocols related to live productions/athletics.</li> <li>• The Receiving Department and Risk Management continue to manage the requests for personal protective equipment.</li> <li>• Safety plans for outside vendors/contractors are</li> </ul>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
		<p>evaluated and implemented.</p> <p>Dr. Jeffery will attend a future DPAC meeting to address the President’s Task Force report which is a review of the impact of COVID-19 pandemic on SMC and recommendations from the Task Force on how to move forward. Jamar London provided a brief overview with some comments and suggestions.</p>	
September 22, 2021	2020-2021 Annual Action Plans Response to #8		<p><u>A- #2021-2022.3</u></p> <p>Motion was made by Peter Morse and seconded by Martha Romano to accept the response to 2020-2021 Annual Action Plan #8 as revised. This completes the acceptance by DPAC of the <a href="#">Responses to the 2020-2021 Annual Action Plans</a>.</p>
September 22, 2021	2022-2023 Annual Action Plans	<p>At the last DPAC meeting, the 2021-2022 Annual Action Plans were reviewed to determine which ones, if any, should be continued in some form into 2022-2023 Annual Action Plans. It was suggested that the following 2021-2022 Annual Action Plans be continued in some form.</p> <p>REDUCE EQUITY GAPS</p> <p>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</p>	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
		<p>Program Learning Outcomes (PLOs) and course-level Student Learning Outcomes (SLOs)</p> <p>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.</p> <p>ACTION PLAN 3 Reduce racial equity gaps and increase success in AB 705 mathematics courses</p> <p>ACTION PLAN 4 Reduce racial equity gaps and increase success in English 1 (including English 1 + 28)</p> <p>Other suggestions included developing 2022-2023 Annual Action Plans related to the following:</p> <ul style="list-style-type: none"> <li>• Accreditation</li> <li>• Five-Year Strategic Planning Process/Master Plan</li> <li>• Return to Campus</li> <li>• International Students</li> <li>• Enrollment Management Plan</li> <li>• Others to be identified from the Board of Trustees Goals and Priorities, 2021-2022 and Academic Senate Goals, 2021-2022</li> </ul>	
September 22, 2021	Budget Adopted Budget 2021-2022	Chris Bonvenuto presented the 2021-2022 Adopted Budget. Link to: <a href="#">Adopted Budget, 2021-2022</a>	

October 13, 2021	COVID-19/Return to Campus	<ul style="list-style-type: none"> <li>• Athletic and performance activities are taking place with safety protocols being followed.</li> <li>• There was a small outbreak of COVID cases in athletics. The County conducted an assessment is satisfied with the safety protocols and compliance checks in place, especially with the individualized safety plans for different buildings and departments.</li> <li>• An independent airflow circulation expert will be contracted to evaluate all buildings</li> <li>• Supplies are being ordered for the rollout of winter and spring</li> <li>• COVID cases continue to decrease</li> <li>• Superintendent/President Kathryn Jeffery thanked the members for its work on the President’s Task Force and for presenting its report on the Impact of COVID with recommendations for moving the college forward. The report documents the assessment conducted by the Task Force of data and practices implemented during the COVID-19 pandemic. It is a starting point for further discussion and inquiry of the pandemic on the student experience and effective practices during the pandemic. She reminded DPAC that these are recommendations and are not statements for direct implementation. She will be responding to the Task Force with some suggested revisions and clarification of language, will review a revised report with the leads of the Task Force and senior staff, and present a final report to the Board of Trustees. It was mentioned that some of the data used for the report is not current may need to be updated.</li> </ul>	
October 13, 2021	Accreditation Update	The Accreditation Steering Committee with representatives from Academic Affairs, Student Services, classified staff and students will have its first meeting next week. A meeting of the co-leads for the different accreditation standards was held to discuss how they want to collect evidence to meet the standards. The	

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
		instructions from ACCJA have changed so that the ISER (Institutional Self-Evaluation Report) is more evidence-based and streamlined.	
October 13, 2021	2022-2023 Annual Action Plans	A draft of the Academic Senate Goals 2021-2022 were reviewed. They will be completed and finalized by the Academic Senate at a future meeting. <a href="#">The Board Goals 2021-2022 and Ongoing Priorities</a> were also reviewed and align with many of the Academic Senate Goals. It was agreed that the next regular meeting of DPAC on October 27 <sup>th</sup> be held as a workshop to discuss potential 2022-2023 Annual Action Plans. Those responsible for preparing the proposed Annual Action Plans will be invited to the workshop so they can provide input and receive directions.	
October 27, 2021 Workshop	2022-2023 Annual Action Plans	The workshop was held to provide an opportunity for members of DPAC to discuss the development of 2022-2023 Annual Action Plans with staff responsible for and/or interested in developing Annual Action Plans. The discussion included observations, questions and clarifications about the process of developing Annual Action Plans and the expected outcomes. A Master Plan needs to be developed to prioritize and establish the vision for the College for the next five years. The Annual Action Plans need to be transformational and focus on College priorities that can drive the vision for the College.	

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		<p>Following the discussion, It was proposed that the 2022-2023 Annual Action Plans focus on:</p> <ul style="list-style-type: none"> <li>•Reduce Equity Gaps</li> <li>•Five-Year Strategic Planning Process/Master Plan</li> <li>•Return to Campus/President’s Task Force Recommendations</li> <li>•Enrollment Management Plan/International Students</li> <li>•Relaunching the Center for Teaching Excellence for All Staff</li> </ul>	
November 10, 2021	Return to Campus	Upcoming activities include Giving Thanks(giving), closure of the south (Pearl Street) entrance to Parking Lot 1 for construction, logistical planning for opening of the Student Services Building, Cosmetology classes starting up, volleyball and basketball games, jazz concerts, music ensembles, operas, chamber choir, and theater arts performances.	
November 10, 2021	COVID-19 Update	There has been a 4 percent increase in hospitalizations believed to be because of Halloween. Planning for the winter semester is moving ahead.	
November 10, 2021	Aspen Prize for Community College Excellence	Santa Monica College is among 150 select institutions (out of more than 1,000 community colleges nationwide) eligible to compete for the 2023 Aspen Prize for Community College Excellence and \$1 million in shared prize funds. A team led by Vice-President of Academic Affairs Dr. Bradley Lane will be completing the application in the next month. The selection of the top ten finalists will be announced in Spring/Summer 2022 and the process culminates with announcement of the Aspen Prize in late Spring 2023.	



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November 10, 2021	Accreditation Update	The Accreditation team has been finalized and the standards are collecting evidence and supporting documents. The co-editors will be working on the ISER (Institutional Self-Evaluation Report) in spring 2022 to submit to the Superintendent/President in the summer. It will be presented to the Board of Trustees in the fall.	
November 10, 2021	Strategic Enrollment Management Plan	<p>The Enrollment Management Team started on the Strategic Enrollment Management Five-Year Plan pre-pandemic but abandoned the process for a year to deal with pandemic related enrollment issues. The team resumed its work last spring and recently revised the timeline with the goal of completing the plan in spring 2022. Discussion of Priorities for 2022-2023 included the following</p> <ul style="list-style-type: none"> <li>• Implementation of Digital Marketing Strategies for International Education Market</li> <li>• Modernization of Corsair Connect</li> <li>• Integrated Student Communication Strategy for entire student journey</li> <li>• Create procedures for the marketing of academic programs</li> <li>• Increase short term course offerings</li> <li>• Analyze capacity and desire for year-round schedule utilizing Guided Pathway Program Maps</li> </ul>	

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		<p>Just under \$1.2 million has been allocated from the Chancellor’s Office for outreach and retention, on top of the \$246,000 that was allocated in the previous year, which has been used to hire temporary classified staff to offer more high touch strategies. The additional \$1.2 million will be used to expand the call center with additional temporary and student employees, increase technology designed to communicate with students, and expand marketing efforts.</p> <p>It was suggested alternatives be explored for reaching untapped or new markets. The difficulty is doing a SEM plan in the middle of a pandemic trying to plan for a post-pandemic environment. The plan needs to be responsive and provide a roadmap, but it is important to be prepared to take detours and pivot as new and/or unforeseen roadblocks emerge.</p> <p>It was suggested that a 2022-2023 Annual Action Plan be developed to support the Strategic Enrollment Management Plan so that is an institutional priority for budgeting and other resources. The SEM Team will discuss and draft an action plan at its meeting in December to forward to DPAC for discussion at its meeting on January 12, 2022.</p>	
November 10, 2021	2022-2023 Annual Action Plans	DPAC reviewed and discussed the five potential 2022-2023 Annual Action Plans identified at the DPAC workshop on October 7 <sup>th</sup> . It was suggested and agreed upon that the focus for 2022-2023 should be on	

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		<p>developing an Educational Master Plan to guide all other strategic plans. It was further agreed that the other proposed Annual Action Plans are not needed because the work in those areas is being done and will continue to move forward. Dr. Jeffery will be consulted to provide direction on how to move forward with this Annual Action Plan. It was suggested that a second 2022-2023 Annual Action Plan be developed for relaunching The Center (formerly The Center for Teaching Excellence) to provide professional development resources for all staff. Representatives of the Human Resources Department and Maria Muñoz, Interim Dean of Equity, Pathways and Inclusion, will be invited to the next DPAC meeting to provide input on this Annual Action Plan.</p>	
December 8, 2021	Facilities Subcommittee Report	<p>The bi-monthly meetings began with a construction and a safety update. This past year, the subcommittee has been addressing student and staff queries, reviewed procedures regarding signage and moves, had presentations from Charlie Yen, and are following up on items such as solar maintenance and output. We are currently discussing non gender bathrooms and will be reviewing previous and current recommendations. Additional guests have been invited to tomorrow’s meeting. We have also welcomed our newest Interested Party member Eric Oifer, in his role as the ADA/504 Compliance Office.</p>	

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December 8, 2021	Vision for Success/IE Dashboard	<p>Vicente Arrizon and Hannah Lawler, Chair and Vice--Chair of the Institutional Effectiveness Committee. The work of the Institutional Effectiveness Committee this semester has focused on equity and diversity. There are four specific areas with significant data trends and observations to help inform the educational master plan and the work being done.</p> <p><u>Link to Report:</u>  <a href="#">Significant Data Trends, Observations, and Recommendations of the Institutional Effectiveness Committee 2021-2022 December 2021</a></p>	
December 8, 2021	2022-2023 Annual Action Plans	<ul style="list-style-type: none"> <li>• Master Plan for Education: This will be drafted following input and guidance provided by the Superintendent/President.</li> <li>• Relaunching The Center: Cyrus Fernandez, Human Resources Professional Development Coordinator, presented an update on the Institutional Effectiveness Partnership Initiative (IEPI). Following his presentation and the ensuing discussion, it was determined that a 2022-2023 Annual Action Plan will be drafted for the college to Relaunch “The Center” as a learning and professional development center for all employee groups. DPAC will Support the Institutional Effectiveness Partnership Initiative (IEPI) in its design and implementation of a professional development program for all employee groups with the</li> </ul>	

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December 8, 2021	Administrative Regulation 3434, Prohibition of Sexual Harassment under Title IX	Lisa Winter, Associate Director of Human Resources, reviewed revisions to Administrative Regulation 3434.	<u>A- #2021-2022.4</u> Motion was made by Peter Morse, seconded by Martha Romano that DPAC acknowledge receipt. It was unanimously acknowledged. AR 3434 will be submitted to senior staff for review and approval.
January 12, 2022	COVID-19 Update	<p>Looking at current Los Angeles County numbers, as of yesterday there are currently 34,827 new positive cases and 15 new deaths; the positivity rate is 21.8 percent. The College has implemented a new mask mandate on accordance with Los Angeles County guidelines that medical grade masks be provided to employees while they are working indoors and around others. The Receiving Department will be delivering masks to all departments. The Facilities Department is working with the Counseling Department to put safety plans in place to prepare for interaction with students. They are also working with a consultant to assess the indoor air quality in college facilities. Safety plans and protocols are in place for activities and events.</p> <p>The number of cases on campus is around 24. Bulletins will be sent to the college community about new County guidelines for quarantine and isolation; testing, vaccinations and boosters; and guidelines for positive testing and contact tracing. The SMC webpage will be updated with current information.</p>	

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January 12, 2022	Accreditation Update	<p>During the fall, Standard teams accumulated evidence related to the accreditation standards. By the end of January, teams will finish forward material to the standard leads to draft initial portions of the Institutional Self Evaluation Report (ISER). Standard leads will collate and organize what has been submitted to them and will forward drafts to the ISER report’s editors for the completion of drafting by the end of February. The Accreditation Steering Committee will review the drafts of each section of the report in the spring and prepare an initial update to DPAC and other planning committees, the Academic Senate, Management Association and the Board of Trustees in April and in May. Editing and proof reading will take place over the summer. The report will be finalized in the fall, submitted to the Board of Trustees at its October or November meeting, and submitted to the Commission in December. The visit will be held in Spring 2023. Much of the work done to prepare the application for the Aspen Prize during the fall was helpful to the accreditation process since both activities involved reference to large amounts for written material.</p>	

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January 12, 2022	Budget: Governor’s Proposed Budget for 2022-2023	Chris Bonvenuto provided an overview of the Governor’s proposed budget, which includes a version of permanent hold harmless. Under the proposal beginning in 2025-2026 Districts would not receive COLA if the hold harmless amount is larger than the SCFF amount. This is great news as it prevents the loss of funding in 2025-2026, but because our hold harmless is so far above the SCFF amount it also means that starting in 2025-2026 the District should plan on not receiving COLA funding until the SCFF grows beyond the hold harmless amount. Link to detailed information included in the District-wide communication: <a href="#">Governor’s Proposed Budget for 2022-2023</a>	
January 26, 2022	COVID-19 Update	An overview was presented of new County guidelines for institutions of higher education redefining what it means to be fully vaccinated. Individuals are considered fully vaccinated if they have received a booster shot. As a result of this change, students and subsequently staff, will be required to submit verification of their vaccine booster. The roll out dates are March 15 <sup>th</sup> for students and April 15 <sup>th</sup> for staff. Students will not be able to register for summer or future semesters without submitting verification of a booster shot. Students who are not yet eligible for booster will be required to test weekly. Communication will be sent to students that testing is available on campus. There is also additional guidance from the Los Angeles Department of Public	

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		Health regarding isolation and quarantine. The new mask guidelines require that students and staff wear a minimum of a surgical mask or anything higher. The college is in the process of making sure that all classrooms and student services areas have access to surgical masks so that students can replace or wear in addition to their cloth face covering.	
January 26, 2022	Accreditation Update	The standard co-leads are gathering information and preparing their reports to be submitted to standard co-chairs on February 1 <sup>st</sup> . There will be a meeting with the standard co-chairs to discuss some of the parameters of the writing process for the initial draft of the ISER. The standard co-leads will submit an initial rough draft of their standard ISER report to the co-editors by February 21 <sup>st</sup> .	
January 26, 2022	Academic Senate Goals and Objectives, 2021-2022 Update	The Distance Education Committee developed guidelines for best practices for synchronous online teaching and submitted those to departments, and has drafted a tentative practical alternative to Proctorio. The new faculty hiring committee is developing professional development events for newly-hired full-time faculty. The Academic Senate formally approved the Ethnic Studies Task Force as the official recommending body for the Ethnic Studies Program. The Program Review Committee is deliberating on how to revamp the program review process.	



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January 26, 2022	2022-2023 Annual Action Plans	<u>2022-2023 Annual Actions Plans</u> #1 Develop a Master Plan for Education, 2023-2028 #2 Relaunch “The Center” to be a learning and professional center for all employee groups	<u>A- #2021-2022.5</u> The 2022-2023 Annual Action Plans were approved as revised and will be forwarded to Fiscal/Budget Committee for review and recommendations.  Motion Made By: Nate Donahue Seconded by: Cindy Ordaz Vote: Unanimous
February 23, 2022	COVID-19 Update	<p>The Governor released California’s endemic plan which is the next phase following the pandemic to live with the virus. He will implement teams that will look for any outbreaks and those teams will be sent to deal with vaccinations, mask requirements and testing.</p> <p>New cases and hospitalizations have declined. Los Angeles County has relaxed the outdoor mask requirement for vaccinated individuals and is planning to relax the indoor mask requirement for vaccinated individuals.</p> <p>There have not been many individuals testing positive at SMC since the semester started because everyone is following their safety plans. SMC has safety plans for almost every type of activity, which is unique for districts in California. A new process will be implemented at check in areas. Once an individual’s vaccination status</p>	

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		has been verified, they will be given a wristband to show they have been cleared and will be able to enter all lobby areas. Extra police staff will help manage the check in areas and elevators. Additional staff has been hired in the student health area to help deal with the vaccination verification process for students.	
February 23, 2022	Accreditation Update	The standard chairs were given an additional week to submit their drafts to the editors. Once all drafts are submitted to the editors, the Steering Committee will reconvene to provide an opportunity for additional input and a larger discussion. The writing team will have time with the ACCJC liaison to ask questions or highlight challenges encountered during the drafting process. The ISER will continue to be finalized in the summer and be circulated for review and input.	
February 23, 2022	2021-2022 Annual Action Plans DPAC reviewed the Schedule for Updates	March 23 Annual Action Plan #4 April 27 Annual Action Plan #5 and #7, #3, #6 May 11 Annual Action Plans # 1 and #2, #8	
February 23, 2022	DPAC reviewed the Semi-Annual Report 2021-2022	DPAC reviewed the Semi-Annual Report 2021-2022. It will be distributed to the college community via Bulletins.	
March 9, 2022	COVID-19 Update	The number of COVID-19 cases continues to decrease, and it is anticipated that there will be a loosening of guidelines for higher education, particularly around testing for events. Planning for on-site events which require safety plans are in progress. Staff and students on campus continue to follow safety protocols. PPE and other safety controls are available and working well. The SMC mask mandate is in place through the end of the	

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		spring semester. The Student Health department continues verification of student vaccinations and boosters, with a small backlog that is being addressed. Students who are verified are receiving wristbands for entering buildings. There is no outbreak or community spread on campus.	
March 9, 2022	Accreditation Update	The co-editors are in the process of reviewing drafts submitted so far. The deadline is March 31 <sup>st</sup> , after which the co-editors will complete the draft to submit to the Steering Committee by April 18 <sup>th</sup> . The final standard write-ups will be submitted to the co-editors by May 31 <sup>st</sup> . The Institutional Self-Evaluation Report (ISER) will be submitted to the Steering Committee for approval and then to the Superintendent for review before it is presented to the Board of Trustees.	
March 9, 2022	Technology Master Plan Update	<p>Marc Drescher, Chief Director of Information Technology, presented the <a href="#">Technology Master Plan Update</a> and highlighted the following projects:</p> <ul style="list-style-type: none"> <li>• TERP Data Refresh: Datacenter servers and storage will be replaced with modern technology. Planned completion is October 2022.</li> <li>• New IT ticketing System: Implementation of a combined student and employee customer service ticketing system. Planned completion is October 2022.</li> <li>• Window Virtual Desktops: Provides remote access to lab software.</li> <li>• Apex Conversion: Conversion of WebISIS from Oracle forms to APEX. This project will extend the</li> </ul>	

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		<p>life of WebISIS.</p> <ul style="list-style-type: none"> <li>• Starfish Phase II: Phase II of GPS project kicked off in February 2022. MIS is working on integration of program files into Starfish system.</li> <li>• ISIS Database Upgrade: Upgraded Oracle database to extend the life of WebISIS.</li> <li>• Bank Mobile: Decommissioning of legacy disbursement of paper checks and implementation of BankMobile electronic fund disbursement.</li> <li>• Multi-Factor Authentication: Enhancement of security requiring multiple factors of authentication for critical systems.</li> </ul> <p>The 2022-2023 Technology Plan will be presented in June 2022.</p>	
March 9, 2022	Discussion: DPAC Subcommittees	DPAC started a discussion regarding the function of the DPAC subcommittees, the methods of communication and how the work of the subcommittees support DPAC. This evolved into a discussion about the need to re-examine the structure of DPAC and how it functions related to all planning processes taking place at the college. There was consensus that there is a need for a position to oversee and monitor all planning. It was agreed that this concept be presented to senior staff for input. Models at other community colleges will be reviewed for reference.	

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March 23, 2022	COVID-19/Return to Campus Update	<p>Cases and Hospitalization</p> <ul style="list-style-type: none"> <li>• The seven-day testing positivity rate is .65%. Less than 1% of individuals tested are positive. In December 2021 this was about 23%.</li> <li>• As of March 22, 429 new cases and 17 new deaths. In February 2022 this was close to 90 new deaths per day.</li> <li>• The Los Angeles County mortality rate is 287 deaths per 100,000 people. Which is .3%;</li> <li>• Hospitalizations for Los Angeles County are 404; In January 2022 it was at approximately 4,700</li> <li>• SMC community: On-campus-140; off-campus-208; total COVID-19 case numbers-348</li> </ul> <p>Agency Guidance:</p> <ul style="list-style-type: none"> <li>• The Emergency Operations Team (EOT) is monitoring daily the COVID agency regulations, guidance and recommendations for IHEs as well as Health Officer Orders from L.A .County Public Health. The Health Officer Orders are what are permissible while IHE guidance and recommendations are what Public Health feel are prudent.</li> <li>• The Indoor mask policy at SMC will continue through the end of the spring semester. EOT leads will be starting conversations on whether to remove masks in summer and fall 2022.</li> </ul>	

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		<p>Regarding Safety Plans:</p> <ul style="list-style-type: none"> <li>• After two years of COVID safety training and engaging staff in creating safety plans and trying to develop a culture of safety, the process of creating generic safety plans started in the fall with the classroom safety protocols for lecture-based classes. Discussions continue for what the upcoming semesters will look like related to COVID safety protocols.</li> <li>• The campus is opening up for events, performances and other activities while continuing to follow the highly recommended guidance from the county.</li> <li>• Guest speaker protocols have been developed. Protocols for event and in-person meeting are still in draft form and are being reviewed. There will be more to come.</li> </ul>	
March 23, 2022	Accreditation Update	<p>The standard drafts are being submitted to the editors. The standard chairs met on Tuesday to discuss how the process is going and to revise the timeline to provide the standard co-chairs and editors with more time to review the first round of drafts. The goal is for the editors to work with the co-chairs to finalize the write-ups and submit them to the accreditation steering committee for review and feedback.</p>	

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March 23, 2022	2021-2022 Annual Action Plans Update on #4	Elisa Meyer presented an update on the 2021-2022 Annual Action Plan #4: <u>Reduce Equity Gaps</u> Reduce racial equity gaps and increase success in English (including English 1 + 28) Link to Presentation: <a href="#">English Action Plan</a>	
March 23, 2022	Guided Pathways Scale of Adoption Assessment (SOAA)	Guido Davis Del Piccolo and Maria Muñoz presented a summary of the SOAA. That this document needs to be submitted to the Chancellor's Office with signatures from both the Academic Senate President and the Superintendent/President. <a href="#">Scale of Adoption Self-Assessment (SOAA)</a> <a href="#">Scale of Adoption Self-Assessment (SOAA)</a> <a href="#">STANDARD/PRACTICE AND STATUS ONLY</a>	
March 23, 2022	All Gender Restrooms	<a href="#">Recommendation for all gender restrooms at SMC</a> Link to presentation: <a href="#">All-Gender Restrooms at SMC</a> presented by Nate Donahue and Steph Anderson. The rationale for the proposal for more all-gender bathrooms is for SMC to develop a feasible and logistically timely plan to better serve its students, in particular LGBTQ+ individuals who are disproportionately at risk to experience physical and sexual victimization in bathrooms. The proposal approved by the Facilities Subcommittee has been shared with Superintendent/President Jeffery and the Academic Senate and others. It was requested and agreed that classified staff be included in the presentations and discussions.	

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March 23, 2022	DPAC and College Planning Processes	<p>Feedback from Senior Staff: Discussion of DPAC and College Planning Processes: Dr. Jeffery and Senior Staff are in favor of reviewing the planning process. They recommended that more time be provided to review the planning structure by moving this to summer or fall 2022 to make a comprehensive decision. Other planning activities currently underway this year include:</p> <ul style="list-style-type: none"> <li>Accreditation</li> <li>Strategic Enrollment Management Plan</li> <li>Equity Audit</li> <li>Facilities Master Plan</li> <li>Technology Master Plan</li> <li>Master Plan for Education</li> </ul>	
April 27, 2022	COVID-19/Return to Campus Update	<p>Case rates in Los Angeles County are decreasing. Last week, there were two cases on campus reported, and numbers for spring are lower than winter. There are two new permanent health assistants who are taking on the role of clearing submission of student vaccinations, will be helping Human Resources with approving staff vaccinations and boosters, handling testing for student exemptions and soon will be helping with staff exemptions. MIS is working to simplify the approval process for students so they can enroll in classes quicker. The vaccination status is being checked for students entering the Student Services Center, the library, and Bodega and staff is checking vaccination status of individuals attending performances and athletic events. The college continues to host Bodega and the</p>	



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		meal project program each week. Activities are planned to provide an on-ground presence for students to feel a sense of community. The Emergency Operations Team and its subgroups continue to discuss the current SMC mask mandate, recognizing that many institutions have removed the mandate.	
April 27, 2022	Accreditation Update	The Standard Co-Chairs continue work finalizing the draft for each Standard. The Accreditation Liaison met with the Standard Co-Chairs, Accreditation leads and Vice-President of Academic Affairs Bradley Lane last week to discuss the status of the process, and he provided positive feedback. A final draft of the ISER will be submitted to the Steering Committee for feedback. It will be circulated to the Academic Senate and other constituency groups for review and then be submitted to the Superintendent/President and ultimately to the Board of Trustees for review.	
April 27, 2022	All-Gender Restrooms	Recommendation by DPAC Facilities Subcommittee submitted to DPAC for consideration: It is recommended that the District support the necessary changes and educational outreach needed to provide all-gender restrooms both single user and multiple user.	<u>A- #2021-2022.6</u> Motion was made by Chris Bonvenuto and seconded by Scott Silverman to approve the recommendation and forward it to the Superintendent/President for consideration. Ayes: 4 Noes: 0 Abstain: 2 (CSEA) Absent: 2 (Associated Students)

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April 27, 2022	2021-2022 Annual Action Plans Updates on #2, #5, #6, and #7	<p>Updates on 2021-2022 Annual Action Plans #2, #5 , #6, and #7</p> <p>Action Plan #2: <a href="#">Equitizing Gateway Courses</a></p> <p>Action Plan #5: <a href="#">Gateway to Persistence, Retention and Completion</a></p> <p>Action Plan #6: <a href="#">SMC Online Education</a></p> <p>Action Plan #7: <a href="#">Areas of Interest</a></p> <p><a href="#">Peer Navigators</a></p>	
May 11, 2022	All-Gender Restrooms	<p>Superintendent/President’s Response to the following DPAC recommendation approved April 27, 2022:</p> <p>It is recommended that the District support the necessary changes and educational outreach needed to provide all-gender restrooms both single user and multiple user. Motion was made by Chris Bonvenuto and seconded by Scott Silverman to approve the recommendation and forward it to the Superintendent/President for consideration.</p>	Superintendent/President Kathryn E. Jeffery accepts and supports the recommendation.
May 11, 2022	COVID-19/Return to Campus Update	<p>It was reported yesterday that there were 2,044 new COVID-19 cases with four deaths and 252 hospitalizations; the positivity rate is 2.4 percent. This is an increase of 180 cases on a seven-day average from 30 days ago. There is a slight increase of hospitalizations, but deaths continue to decrease. There has been an increase of cases on campus, but no reported spread or outbreak.</p> <p>The Emergency Operations Team will be discussing masking requirements with college constituencies and will be developing metrics for determining masking</p>	

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		<p>requirements. For summer, a no masking requirement for outdoors is being considered, but masking will be required indoors.</p> <p>There are several activities planned for the spring including an open house in the quad, the CSEW Ice Cream Social, events at the Center for Media and Design and the gym, an adjunct faculty appreciation luncheon, a dance rental at the Core Performance Center, Grad Fest, the Student Affairs Awards Celebration, a vote center and graduation.</p> <p>The vaccine mandate for summer and fall enrollment is in place, but students were given a grace period to submit verification to increase enrollment efforts in the last two weeks.</p>	
May 11, 2022	Accreditation Update	Accreditation Standard Co-Chairs continue to edit and submit revisions of the Institutional Self-Evaluation Report (ISER). The Steering Committee will convene on Monday to review and provide feedback and will reviewing roles and responsibilities.	
May 11, 2022	2022-2023 Annual Action Plans	The Budget Committee has reviewed the 2022-2023 Annual Action Plans #1 and #2 and recommends that they be presented to DPAC and the Superintendent/President for consideration for inclusion in the 2022-2023 Budget.	<p><u>A- #2021-2022.7</u></p> <p>It is recommended that DPAC approve 2022-2023 Annual Action Plans #1 and #2 with Budget Committee input and forward them to the Superintendent/President for inclusion in the 2022-2023 Budget.</p>

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			<p>Additionally, it is requested that responsible parties for Annual Action Plan #2 report back to DPAC by the end of October 2022 with information related to the leadership structure needed for “The Center.”</p> <p>Motion made by: Cindy Ordaz Seconded by: Elaine Roque Votes: Unanimous</p>
May 11, 2022	2021-2022 Annual Action Plans Updates on #1 and #3	<p>ACTION PLAN 1 Reduce Equity Gaps 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) Link to presentation: <a href="#">Update on 2021-2022 Annual Action Plan #1</a></p> <p>ACTION PLAN 3 Reduce Equity Gaps Reduce racial equity gaps and increase success in AB 705 mathematics courses Link to presentation: <a href="#">Update on 2021-2022 Annual Action Plan #3</a></p>	

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May 25, 2022	2022-2023 Annual Action Plans	<p>Superintendent/President’s Response to the following DPAC recommendation approved May 11, 2022: It is recommended that DPAC approve 2022-2023 Annual Action Plans #1 and #2 with Budget Committee input and forward them to the Superintendent/President for inclusion in the 2022-2023 Budget.</p> <p>Additionally, it is requested that responsible parties for Annual Action Plan #2 report back to DPAC by the end of October 2022 with information related to the leadership structure needed for “The Center.”</p>	Superintendent/President Kathryn E. Jeffery approved the recommendation.
May 25, 2022	COVID-19/Return to Campus Update	<p>There are 3,489 cases in in Los Angeles County for today; 419 hospitalizations and nine deaths. The daily positivity rate for a seven-day average is 3.5 percent. There have been quite a few cases on campus, but no outbreaks. The Emergency Operations Team continues to look a COVID data daily to determine trends that will help in decision making and how to move the campus in the right direction. It is working on a data driven decision matrix based on community transmission statistics from the CDC and L.A. County data. The cafeteria will be open in fall 2022 with two vendors and the CMD campus Café will be open in the summer.</p> <p>It is planned to lift the mask mandate for outdoors for the summer, but the case rates are being watched before a final decision is made. The safety culture at the college is strong and staff is aware of the process for planning a new activity or event. Two or three safety</p>	

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		plans are being reviewed each week. The campus is opening up for many events, performances and other activities with people following safety protocols and guidance.	
May 25, 2022	Accreditation Update	<p>The Accreditation Steering Committee met this past Monday and discussed the roles of members and the general timeline. Some will be reading the whole ISER and others will be reading portions that they have not been working on. The editor will develop a feedback process for those reading the ISER. So far, drafts of three of the four standards have been submitted. The Steering Committee will meet again on June 14<sup>th</sup> to review feedback. Before then, Bradley Lane will meet with Dr. Jeffery to provide an update on the process. The plan is to have a draft of the entire ISER for Dr. Jeffery to review in July/August and present it to the Board of Trustees in early fall.</p> <p><a href="#">Members of the SMC Accreditation Steering Committee</a></p>	
May 25, 2022	Proposed Bond Measure	<p>Don Girard, Senior Director of Government Relations/Institutional Communications presented a proposed plan to: (1) Replace temporary classrooms and an aging shop-lab building, (2) Upgrade the Veterans Success Center, (3) House SMC mental health and basic needs resource programs, (4) Expand the overcrowded respiratory therapy program , and (5) Construct student housing for full-time students who are homeless or at risk of homelessness. Link to presentation: <a href="#">Proposed Bond Measure</a></p>	<p><u>A- #2021-2022.8</u>  DPAC acknowledged receipt of information regarding a proposed bond measure, supports the proposal and is in favor of the Board of Trustees moving forward. Motion made by: Management Association  Seconded: CSEA  <i>Unanimously approved.</i></p>

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May 25, 2022	2021-2022 Annual Action Plans Update on #8	<p><u>2021-2022 Annual Action Plan #8</u>  <u>Human Resources Staffing Plan</u>                      Research and assess costs associated with developing a Human Resources staffing plan which supports student success by achieving benchmark levels of full-time faculty, classified staff and administrators.                      The charge of the Annual Action Plan was to determine an estimated cost for developing a Human Resources staffing plan. It was confirmed that \$125,000 was originally allocated by the Budget Committee and approved by DPAC to support this Annual Action Plan.</p> <p>Vice-President of Human Resources Sherri Lee-Lewis reported that she has been working with Procurement to solicit estimates for helping the District develop a Human Resource staffing plan. Two vendors responded with quotes between \$50,000 and \$60,000. Both of the vendors indicated that a plan could be developed; however, the issue according to both vendors is the District’s lack of an over-arching educational master plan. The Human Resources staffing plan, Facilities Master Plan, Technology Master Plan should be subsets of the larger educational master plan, and it is difficult to move forward without one.</p> <p>Vice-President Lee-Lewis recommended that the District proceed with the Human Resources staffing plan and revisit it once an educational master plan is developed. It was estimated that the process would</p>	

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		take about 8 months to complete the Human Resources staffing plan. She will discuss this with the Superintendent/President and Senior Staff and report back to DPAC on the Superintendent/President’s guidance and decision about the educational master plan.	
June 8, 2022	Election of Vice-Chair 2022-2023		A- <u>#2021-2022.9</u> Motion was made by Chris Bonvenuto and seconded by Peter Morse to elect Jamar London as DPAC Vice-Chair, 2022-2023
June 8, 2022	COVID-19/Return to Campus Update	<p>The number of new cases is remaining high with 4,000-5,000 daily. The daily death rate over the last six days has ranged from 3 to 10. The hospitalization rate is in the 500 range and the daily positivity rate is 4.3% which is high. Projections indicate that L.A. County could be in the high-ranking range in the next couple of weeks which would mandate masking indoors (SMC already has in place.)</p> <p>Safety protocols are in place for special events related to graduation. For summer, faculty will be allowed to teach behind plexiglass unmasked while social distancing as long as the County stays in a medium range. There have been discussions about opening the cafeteria and providing more food services for students, faculty and staff.</p>	



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		<p>Students will be dropped tonight if they have not submitted proof of exemption or vaccination. The admissions team has followed up with over 1,400 students to remind them to submit verification.</p> <p>The college's healthcare team is working diligently to continue high levels of compliance and to support people who have issues related to COVID 19 as the numbers increase. There were 17 cases on campus within the last 14 days, but no outbreaks. Testing is required for students and faculty engaging in performances, for the most part there have been no compliance issues.</p>	
June 8, 2022	Accreditation Update	Standards I-IV have been submitted to the Steering Committee for review and feedback. It will be determined if more work is needed on any of the Standards and if additional evidence still needs to be addressed. The goal is to have the ISER ready for a second read sometime in July, to be followed by Dr. Jeffery’s review and the presentation to the Board of Trustees at its meeting on September 13 <sup>th</sup> . A presentation will be planned for Flex Day.	
June 8, 2022	Budget: Tentative Budget, 2022-2023	Vice-President of Business/Administration Chris Bonvenuto presented the Tentative Budget for 2022-2023. Things will change before the adopted budget in September. The large COLA has closed the structural and operating deficit caused by the end of HEERF backfill	

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		funds and leaves \$1.4 million for additional allocation or savings. Nonresident enrollment is the most pressing financial issue. Nonresident tuition decline is historic. The presentation is available at: <a href="#">Tentative Budget for 2022-2023</a> All budget reports and documents are available at: <a href="#">Budget Webpage</a>	
June 22, 2022	COVID-19/Return to Campus Update	This week in Los Angeles County there were 5,575 new cases, 8 deaths, and 679 hospitalizations. The County is considering the reinstatement of the indoor mask mandate in early July because it is in the high transmission category, but the decision has not been made yet. There were two cases on campus since June 14 <sup>th</sup> which is down from the prior week.	
June 22, 2022	Accreditation Update	The Steering Committee reviewed the responses to the drafts of the standards and began discussion about the Quality Focus Essay (QFE) which will probably focus on institutional planning. The Committee will be discussing with the editors about the edits needed. A draft of the ISER should be ready to submit to the Superintendent in a couple of weeks.	
June 22, 2022	2021-2022 Annual Action Plans	DPAC reviewed the template for the Report on the 2021-2022 Annual Action Plans. The template will be revised to reflect suggestions made at the meeting.	



DPAC ANNUAL REPORT  
2021-2022

Date	Topic	Presented to/Considered/Discussed by DPAC	Consensus/Action A – Approval C – Consensus/Agreement Superintendent’s Responses to DPAC Recommendations Recommendation to Superintendent/President
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Sorted By Topic

September 8, 2021	2020-2021 Annual Action Plans Responses to #3, #7 and #8	<p>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.</p> <p>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.</p> <p>REDUCE EQUITY GAPS</p> <p>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)</p>	
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		<p>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.</p> <p>ACTION PLAN 3 Reduce racial equity gaps and increase success in AB 705 mathematics courses</p> <p>ACTION PLAN 4 Reduce racial equity gaps and increase success in English 1 (including English 1 + 28)</p> <p>Other suggestions included developing 2022-2023 Annual Action Plans related to the following:</p> <ul style="list-style-type: none"> <li>– Accreditation</li> <li>– Five-Year Strategic Planning Process/Master Plan</li> <li>– Return to Campus</li> <li>– International Students</li> </ul>	
September 22, 2021	2020-2021 Annual Action Plans Response to #8	<a href="#">Responses to the 2020-2021 Annual Action Plans</a>	<p><u>A- #2021-2022.3</u> Motion was made by Peter Morse and seconded by Martha Romano to accept the response to 2020-2021 Annual Action Plan #8 as revised. This completes the acceptance by DPAC.</p>

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August 25, 2021	2020-2021 Annual Action Plans: Responses	DPAC reviewed and discussed the responses to the 2020-2021 Annual Action Plans. #1, #2, #4, #5, #6, #9, and #10 were accepted as submitted. #3 will be sent back to the preparer for additional information related to future professional development opportunities for faculty and learning resources staff members. #7 and #8 were deferred to the next DPAC meeting when Chris Bonvenuto and Marc Drescher can be present to comment on the responses.	
February 23, 2022	2021-2022 Annual Action Plans DPAC reviewed the Schedule for Updates	March 23 Annual Action Plan #4 April 27 Annual Action Plan #5 and #7, #3, #6 May 11 Annual Action Plans # 1 and #2, #8	
March 23, 2022	2021-2022 Annual Action Plans Update on #4	Elisa Meyer presented an update on the 2021-2022 Annual Action Plan #4: <u>Reduce Equity Gaps</u> Reduce racial equity gaps and increase success in English (including English 1 + 28) Link to Presentation: <a href="#">English Action Plan</a>	
April 27, 2022	2021-2022 Annual Action Plans Updates on #2, #5, #6, and #7	Updates on 2021-2022 Annual Action Plans #2, #5, #6, and #7 <i>Action Plan #2: <a href="#">Equitizing Gateway Courses</a></i> <i>Action Plan #5: <a href="#">Gateway to Persistence, Retention and Completion</a></i> <i>Action Plan #6: <a href="#">SMC Online Education</a></i> <i>Action Plan #7: <a href="#">Areas of Interest</a></i> <i><a href="#">Peer Navigators</a></i>	

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May 11, 2022	2021-2022 Annual Action Plans Updates on #1 and #3	<p>ACTION PLAN 1 Reduce Equity Gaps 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) Link to presentation: <a href="#">Update on 2021-2022 Annual Action Plan #1</a></p> <p>ACTION PLAN 3 Reduce Equity Gaps Reduce racial equity gaps and increase success in AB 705 mathematics courses Link to presentation: <a href="#">Update on 2021-2022 Annual Action Plan #3</a></p>	
May 25, 2022	2021-2022 Annual Action Plans Update on #8	<p><u>2021-2022 Annual Action Plan #8</u> <u>Human Resources Staffing Plan</u> Research and assess costs associated with developing a Human Resources staffing plan which supports student success by achieving benchmark levels of full-time faculty, classified staff and administrators. The charge of the Annual Action Plan was to determine an estimated cost for developing a Human Resources staffing plan. It was confirmed that \$125,000 was originally allocated by the Budget Committee and approved by DPAC to support this Annual Action Plan.</p>	

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		<p>Vice-President of Human Resources Sherri Lee-Lewis reported that she has been working with Procurement to solicit estimates for helping the District develop a Human Resource staffing plan. Two vendors responded with quotes between \$50,000 and \$60,000. Both of the vendors indicated that a plan could be developed; however, the issue according to both vendors is the District’s lack of an over-arching educational master plan. The Human Resources staffing plan, Facilities Master Plan, Technology Master Plan should be subsets of the larger educational master plan, and it is difficult to move forward without one.</p> <p>Vice-President Lee-Lewis recommended that the District proceed with the Human Resources staffing plan and revisit it once an educational master plan is developed. It was estimated that the process would take about 8 months to complete the Human Resources staffing plan. She will discuss this with the Superintendent/President and Senior Staff and report back to DPAC on the Superintendent/President’s guidance and decision about the educational master plan.</p>	
June 22, 2022	2021-2022 Annual Action Plans	DPAC reviewed the template for the Report on the 2021-2022 Annual Action Plans. The template will be revised to reflect suggestions made at the meeting.	

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August 25, 2021	2022-2023 Annual Action Plans	DPAC is responsible for developing the Annual Action Plans and will consider input provided from the college constituencies. The process for developing the 2022-2023 Annual Action plans will continue through fall 2021	
September 8, 2021	2022-2023 Annual Action Plans Proposed support for DPAC 2021-2022 Annual Action Plans	<p>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.</p> <p>The proposal includes the following activities:</p> <ul style="list-style-type: none"> <li>• 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:</li> <li>• Individualized Support, September – November 2021: Conducting Additional Inquiry. When</li> </ul>	Members of DPAC agreed with the proposal.



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		<p>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.</p> <ul style="list-style-type: none"> <li>• 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).</li> </ul>	
September 22, 2021	2022-2023 Annual Action Plans	<p>At the last DPAC meeting, the 2021-2022 Annual Action Plans were reviewed to determine which ones, if any, should be continued in some form into 2022-2023 Annual Action Plans. It was suggested that the following 2021-2022 Annual Action Plans be continued in some form.</p> <p>REDUCE EQUITY GAPS</p> <p>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)</p>	

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		<p>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.</p> <p>ACTION PLAN 3 Reduce racial equity gaps and increase success in AB 705 mathematics courses</p> <p>ACTION PLAN 4 Reduce racial equity gaps and increase success in English 1 (including English 1 + 28)</p> <p>Other suggestions included developing 2022-2023 Annual Action Plans related to the following:</p> <ul style="list-style-type: none"> <li>• Accreditation</li> <li>• Five-Year Strategic Planning Process/Master Plan</li> <li>• Return to Campus</li> <li>• International Students</li> <li>• Enrollment Management Plan</li> <li>• Others to be identified from the Board of Trustees Goals and Priorities, 2021-2022 and Academic Senate Goals, 2021-2022</li> </ul>	
October 13, 2021	2022-2023 Annual Action Plans	A draft of the Academic Senate Goals 2021-2022 were reviewed. They will be completed and finalized by the Academic Senate at a future meeting. <a href="#">The Board Goals 2021-2022 and Ongoing Priorities</a> were also reviewed and align with many of the Academic Senate Goals.	

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		It was agreed that the next regular meeting of DPAC on October 27 <sup>th</sup> be held as a workshop to discuss potential 2022-2023 Annual Action Plans. Those responsible for preparing the proposed Annual Action Plans will be invited to the workshop so they can provide input and receive directions.	
October 27, 2021 Workshop	2022-2023 Annual Action Plans	<p>The workshop was held to provide an opportunity for members of DPAC to discuss the development of 2022-2023 Annual Action Plans with staff responsible for and/or interested in developing Annual Action Plans. The discussion included observations, questions and clarifications about the process of developing Annual Action Plans and the expected outcomes. A Master Plan needs to be developed to prioritize and establish the vision for the College for the next five years. The Annual Action Plans need to be transformational and focus on College priorities that can drive the vision for the College.</p> <p>Following the discussion, It was proposed that the 2022-2023 Annual Action Plans focus on:</p> <ul style="list-style-type: none"> <li>• Reduce Equity Gaps</li> <li>• Five-Year Strategic Planning Process/Master Plan</li> <li>• Return to Campus/President’s Task Force Recommendations</li> <li>• Enrollment Management Plan/International Students</li> <li>• Relaunching the Center for Teaching Excellence for All Staff</li> </ul>	

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November 10, 2021	2022-2023 Annual Action Plans	<p>DPAC reviewed and discussed the five potential 2022-2023 Annual Action Plans identified at the DPAC workshop on October 7<sup>th</sup>. It was suggested and agreed upon that the focus for 2022-2023 should be on developing an Educational Master Plan to guide all other strategic plans. It was further agreed that the other proposed Annual Action Plans are not needed because the work in those areas is being done and will continue to move forward. Dr. Jeffery will be consulted to provide direction on how to move forward with this Annual Action Plan.</p> <p>It was suggested that a second 2022-2023 Annual Action Plan be developed for relaunching The Center (formerly The Center for Teaching Excellence) to provide professional development resources for all staff. Representatives of the Human Resources Department and Maria Muñoz, Interim Dean of Equity, Pathways and Inclusion, will be invited to the next DPAC meeting to provide input on this Annual Action Plan.</p>	
December 8, 2021	2022-2023 Annual Action Plans	<ul style="list-style-type: none"> <li>• Master Plan for Education: This will be drafted following input and guidance provided by the Superintendent/President.</li> <li>• Relaunching The Center: Cyrus Fernandez, Human Resources Professional Development Coordinator, presented an update on the Institutional Effectiveness Partnership Initiative (IEPI). Following his presentation and the ensuing discussion, it was determined that a 2022-2023 Annual Action Plan will</li> </ul>	

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		be drafted for the college to Relaunch “The Center” as a learning and professional development center for all employee groups. DPAC will Support the Institutional Effectiveness Partnership Initiative (IEPI) in its design and implementation of a professional development program for all employee groups with the	
January 26, 2022	2022-2023 Annual Action Plans	<u>2022-2023 Annual Actions Plans</u> #1 Develop a Master Plan for Education, 2023-2028 #2 Relaunch “The Center” to be a learning and professional center for all employee groups	<u>A- #2021-2022.5</u> The 2022-2023 Annual Action Plans were approved as revised and will be forwarded to Fiscal/Budget Committee for review and recommendations.  Motion Made By: Nate Donahue Seconded by: Cindy Ordaz Vote: Unanimous
May 11, 2022	2022-2023 Annual Action Plans	The Budget Committee has reviewed the 2022-2023 Annual Action Plans #1 and #2 and recommends that they be presented to DPAC and the Superintendent/President for consideration for inclusion in the 2022-2023 Budget.	<u>A- #2021-2022.7</u> It is recommended that DPAC approve 2022-2023 Annual Action Plans #1 and #2 with Budget Committee input and forward them to the Superintendent/President for inclusion in the 2022-2023 Budget.

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			<p>Additionally, it is requested that responsible parties for Annual Action Plan #2 report back to DPAC by the end of October 2022 with information related to the leadership structure needed for “The Center.”</p> <p>Motion made by: Cindy Ordaz Seconded by: Elaine Roque Votes: Unanimous</p>
May 25, 2022	2022-2023 Annual Action Plans	<p>Superintendent/President’s Response to the following DPAC recommendation approved May 11, 2022: It is recommended that DPAC approve 2022-2023 Annual Action Plans #1 and #2 with Budget Committee input and forward them to the Superintendent/President for inclusion in the 2022-2023 Budget.</p> <p>Additionally, it is requested that responsible parties for Annual Action Plan #2 report back to DPAC by the end of October 2022 with information related to the leadership structure needed for “The Center.”</p>	Superintendent/President Kathryn E. Jeffery approved the recommendation.
January 26, 2022	Academic Senate Goals and Objectives, 2021-2022 Update	<p>The Distance Education Committee developed guidelines for best practices for synchronous online teaching and submitted those to departments, and has drafted a tentative practical alternative to Proctorio. The new faculty hiring committee is developing professional development events for newly-hired full-</p>	

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		time faculty. The Academic Senate formally approved the Ethnic Studies Task Force as the official recommending body for the Ethnic Studies Program. The Program Review Committee is deliberating on how to revamp the program review process.	
September 8, 2021	Accreditation Update	<p>Accreditation Update: The kick-off meeting will be held on September 14, 2021. The session will include:</p> <ul style="list-style-type: none"> <li>• Introduction of Standard Leads</li> <li>• Accreditation Cycle and what it means for SMC</li> <li>• ISER (Institutional Self-Evaluation Report) Tips and Updates: Kevin Botenbal, ACCJC Liaison</li> <li>• Breakout sessions – Standards Leads</li> <li>• Accreditation Timeline <ul style="list-style-type: none"> <li>• Standard Group Expectations</li> </ul> </li> </ul> <p>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 Hesel will serve as editors.</p>	
September 22, 2021	Accreditation Update	The Accreditation kick-off was held on September 14 <sup>th</sup> with ACCJC representative Kevin Botenbal. Superintendent Kathryn Jeffery and 38 others in attendance. The leads (one administrator and one faculty member) for the four standards and substandard	

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		leads were identified, and appointments to the Steering Committee will be finalized soon. Dione Carter and Jamar London will be meeting with Dr. Jeffery on September 30 <sup>th</sup> to provide an update and get feedback. An Accreditation website will be created and updated to provide current information related to accreditation	
October 13, 2021	Accreditation Update	The Accreditation Steering Committee with representatives from Academic Affairs, Student Services, classified staff and students will have its first meeting next week. A meeting of the co-leads for the different accreditation standards was held to discuss how they want to collect evidence to meet the standards. The instructions from ACCJA have changed so that the ISER (Institutional Self-Evaluation Report) is more evidence-based and streamlined.	
November 10, 2021	Accreditation Update	The Accreditation team has been finalized and the standards are collecting evidence and supporting documents. The co-editors will be working on the ISER (Institutional Self-Evaluation Report) in spring 2022 to submit to the Superintendent/President in the summer. It will be presented to the Board of Trustees in the fall.	
January 12, 2022	Accreditation Update	During the fall, Standard teams accumulated evidence related to the accreditation standards. By the end of January, teams will finish forward material to the standard leads to draft initial portions of the Institutional Self Evaluation Report (ISER). Standard leads will collate and organize	



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		<p>what has been submitted to them and will forward drafts to the ISER report’s editors for the completion of drafting by the end of February. The Accreditation Steering Committee will review the drafts of each section of the report in the spring and prepare an initial update to DPAC and other planning committees, the Academic Senate, Management Association and the Board of Trustees in April and in May. Editing and proof reading will take place over the summer. The report will be finalized in the fall, submitted to the Board of Trustees at its October or November meeting, and submitted to the Commission in December. The visit will be held in Spring 2023. Much of the work done to prepare the application for the Aspen Prize during the fall was helpful to the accreditation process since both activities involved reference to large amounts for written material.</p>	
January 26, 2022	Accreditation Update	<p>The standard co-leads are gathering information and preparing their reports to be submitted to standard co-chairs on February 1<sup>st</sup>. There will be a meeting with the standard co-chairs to discuss some of the parameters of the writing process for the initial draft of the ISER. The standard co-leads will submit an initial rough draft of their standard ISER report to the co-editors by February 21<sup>st</sup>.</p>	

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February 23, 2022	Accreditation Update	The standard chairs were given an additional week to submit their drafts to the editors. Once all drafts are submitted to the editors, the Steering Committee will reconvene to provide an opportunity for additional input and a larger discussion. The writing team will have time with the ACCJC liaison to ask questions or highlight challenges encountered during the drafting process. The ISER will continue to be finalized in the summer and be circulated for review and input.	
March 9, 2022	Accreditation Update	The co-editors are in the process of reviewing drafts submitted so far. The deadline is March 31 <sup>st</sup> , after which the co-editors will complete the draft to submit to the Steering Committee by April 18 <sup>th</sup> . The final standard write-ups will be submitted to the co-editors by May 31 <sup>st</sup> . The Institutional Self-Evaluation Report (ISER) will be submitted to the Steering Committee for approval and then to the Superintendent for review before it is presented to the Board of Trustees.	
March 23, 2022	Accreditation Update	The standard drafts are being submitted to the editors. The standard chairs met on Tuesday to discuss how the process is going and to revise the timeline to provide the standard co-chairs and editors with more time to review the first round of drafts. The goal is for the editors to work with the co-chairs to finalize the write-ups and submit them to the accreditation steering committee for review and feedback.	

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April 27, 2022	Accreditation Update	The Standard Co-Chairs continue work finalizing the draft for each Standard. The Accreditation Liaison met with the Standard Co-Chairs, Accreditation leads and Vice-President of Academic Affairs Bradley Lane last week to discuss the status of the process, and he provided positive feedback. A final draft of the ISER will be submitted to the Steering Committee for feedback. It will be circulated to the Academic Senate and other constituency groups for review and then be submitted to the Superintendent/President and ultimately to the Board of Trustees for review.	
May 11, 2022	Accreditation Update	Accreditation Standard Co-Chairs continue to edit and submit revisions of the Institutional Self-Evaluation Report (ISER). The Steering Committee will convene on Monday to review and provide feedback and will reviewing roles and responsibilities.	
May 25, 2022	Accreditation Update	<p>The Accreditation Steering Committee met this past Monday and discussed the roles of members and the general timeline. Some will be reading the whole ISER and others will be reading portions that they have not been working on. The editor will develop a feedback process for those reading the ISER. So far, drafts of three of the four standards have been submitted. The Steering Committee will meet again on June 14<sup>th</sup> to review feedback. Before then, Bradley Lane will meet with Dr. Jeffery to provide an update on the process. The plan is to have a draft of the entire ISER for Dr. Jeffery to review in July/August and present it to the Board of Trustees in early fall.</p> <p><a href="#">Members of the SMC Accreditation Steering Committee</a></p>	

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June 8, 2022	Accreditation Update	Standards I-IV have been submitted to the Steering Committee for review and feedback. It will be determined if more work is needed on any of the Standards and if additional evidence still needs to be addressed. The goal is to have the ISER ready for a second read sometime in July, to be followed by Dr. Jeffery’s review and the presentation to the Board of Trustees at its meeting on September 13 <sup>th</sup> . A presentation will be planned for Flex Day.	
June 22, 2022	Accreditation Update	The Steering Committee reviewed the responses to the drafts of the standards and began discussion about the Quality Focus Essay (QFE) which will probably focus on institutional planning. The Committee will be discussing with the editors about the edits needed. A draft of the ISER should be ready to submit to the Superintendent in a couple of weeks.	
December 8, 2021	Administrative Regulation 3434, Prohibition of Sexual Harassment under Title IX	Lisa Winter, Associate Director of Human Resources, reviewed revisions to Administrative Regulation 3434.	<u>A- #2021-2022.4</u> Motion was made by Peter Morse, seconded by Martha Romano that DPAC acknowledge receipt. It was unanimously acknowledged. AR 3434 will be submitted to senior staff for review and approval.
March 23, 2022	All Gender Restrooms	<a href="#">Recommendation for all gender restrooms at SMC</a> Link to presentation: <a href="#">All-Gender Restrooms at SMC</a> presented by Nate Donahue and Steph Anderson. The rationale for the proposal for more all-gender	

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		bathrooms is for SMC to develop a feasible and logistically timely plan to better serve its students, in particular LGBTQ+ individuals who are disproportionately at risk to experience physical and sexual victimization in bathrooms. The proposal approved by the Facilities Subcommittee has been shared with Superintendent/President Jeffery and the Academic Senate and others. It was requested and agreed that classified staff be included in the presentations and discussions.	
April 27, 2022	All-Gender Restrooms	Recommendation by DPAC Facilities Subcommittee submitted to DPAC for consideration: It is recommended that the District support the necessary changes and educational outreach needed to provide all-gender restrooms both single user and multiple user.	A- #2021-2022.6 Motion was made by Chris Bonvenuto and seconded by Scott Silverman to approve the recommendation and forward it to the Superintendent/President for consideration. Ayes: 4 (Academic Senate, Faculty Association, Administration, Management Association) Noes: 0 Abstain: 2 (CSEA) Absent: 2 (Associated Students)

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May 11, 2022	All-Gender Restrooms	Superintendent/President’s Response to the following DPAC recommendation approved April 27, 2022: It is recommended that the District support the necessary changes and educational outreach needed to provide all-gender restrooms both single user and multiple user. Motion was made by Chris Bonvenuto and seconded by Scott Silverman to approve the recommendation and forward it to the Superintendent/President for consideration.	Superintendent/President Kathryn E. Jeffery accepts and supports the recommendation.
November 10, 2021	Aspen Prize for Community College Excellence	Santa Monica College is among 150 select institutions (out of more than 1,000 community colleges nationwide) eligible to compete for the 2023 Aspen Prize for Community College Excellence and \$1 million in shared prize funds. A team led by Vice-President of Academic Affairs Dr. Bradley Lane will be completing the application in the next month. The selection of the top ten finalists will be announced in Spring/Summer 2022 and the process culminates with announcement of the Aspen Prize in late Spring 2023.	
September 22, 2021	Budget Adopted Budget 2021-2022	Chris Bonvenuto presented the 2021-2022 Adopted Budget. Link to: <a href="#">Adopted Budget, 2021-2022</a>	
January 12, 2022	Budget: Governor’s Proposed Budget for 2022-2023	Chris Bonvenuto provided an overview of the Governor’s proposed budget, which includes a version of permanent hold harmless. Under the proposal beginning in 2025-2026 Districts would not receive COLA if the hold harmless amount is	

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		larger than the SCFF amount. This is great news as it prevents the loss of funding in 2025-2026, but because our hold harmless is so far above the SCFF amount it also means that starting in 2025-2026 the District should plan on not receiving COLA funding until the SCFF grows beyond the hold harmless amount. Link to detailed information included in the District-wide communication: <a href="#">Governor’s Proposed Budget for 2022-2023</a>	
June 8, 2022	Budget: Tentative Budget, 2022-2023	Vice-President of Business/Administration Chris Bonvenuto presented the Tentative Budget for 2022-2023. Things will change before the adopted budget in September. The large COLA has closed the structural and operating deficit caused by the end of HEERF backfill funds and leaves \$1.4 million for additional allocation or savings. Nonresident enrollment is the most pressing financial issue. Nonresident tuition decline is historic. The presentation is available at: <a href="#">Tentative Budget for 2022-2023</a> All budget reports and documents are available at: <a href="#">Budget Webpage</a>	
July 28, 2021	COVID-19 Update	<ul style="list-style-type: none"> <li>Some concerns/questions were raised related to the process and responsible parties for reporting possible exposures. These questions/concerns will be forwarded to the Emergency Operations Team for clarification.</li> </ul>	

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		<ul style="list-style-type: none"> <li>A resolution for the Board of Trustees to direct the Superintendent/President to require evidence of COVID-19 Vaccinations for all students and employees will be submitted to the Board at its meeting on August 3, 2021. Each constituency has been informed of the resolution. The operational plan is still being developed.</li> </ul>	
August 25, 2021	COVID-19 Update	<ul style="list-style-type: none"> <li>Clarification was provided on how to report exposure to COVID-19 or an outbreak on campus. If an employee indicates on the checklist that they have been exposed, they should stay home, notify their healthcare provider and supervisor and call or email the COVID-19/HR response team. It is the same for students, except they should notify their instructor. There are designated individuals who will take the lead in contact tracing and ask questions about the exposure. Following that, the appropriate L.A. County protocols provided are followed.</li> <li>Training for faculty returning to classroom was provided on August 24<sup>th</sup>. Maintenance and Operations report that all classrooms to be used for on-ground classes will be set up by Friday. Students will need to verify vaccination status to be allowed in classrooms.</li> </ul>	



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		<ul style="list-style-type: none"> <li>• There will be limited access to the library and the Student Services building. Volunteers and temporary staff will be stationed to verify vaccination status and appointments status.</li> <li>• The marketing group is working on signage throughout the campus.</li> <li>• Testing will be set up in lot 5 starting September 7th for free walk-ups and appointments</li> </ul>	
September 8, 2021	COVID-19/Return to Campus Update	<p>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.</p> <p>The drive-through food pantry has ended. The college continues to support students and their food needs with an on-ground food pantry.</p>	
September 22, 2021	COVID-19/Return to Campus	<ul style="list-style-type: none"> <li>• COVID-19 cases and hospitalizations are decreasing. SMC has not had any outbreaks or clusters during the pandemic, including any time students have been back on campus.</li> <li>• The testing center is now open in lot five.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• The college continues to evaluate all processes for safety and compliance with L.A County guidelines</li> <li>• Safety training continues for all current and new employees.</li> <li>• Planning for winter and spring is underway, including conversations with Academic Affairs to evaluate new spaces that are not currently being used and protocols related to live productions/athletics.</li> <li>• The Receiving Department and Risk Management continue to manage the requests for personal protective equipment.</li> <li>• Safety plans for outside vendors/contractors are evaluated and implemented.</li> </ul> <p>Dr. Jeffery will attend a future DPAC meeting to address the President’s Task Force report which is a review of the impact of COVID-19 pandemic on SMC and recommendations from the Task Force on how to move forward. Jamar London provided a brief overview with some comments and suggestions.</p>	
October 13, 2021	COVID-19/Return to Campus	<ul style="list-style-type: none"> <li>• Athletic and performance activities are taking place with safety protocols being followed.</li> <li>• There was a small outbreak of COVID cases in athletics. The County conducted an assessment is satisfied with the safety protocols and compliance checks in place, especially with the individualized safety plans for different buildings and departments.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• An independent airflow circulation expert will be contracted to evaluate all buildings</li> <li>• Supplies are being ordered for the rollout of winter and spring</li> <li>• COVID cases continue to decrease</li> <li>• Superintendent/President Kathryn Jeffery thanked the members for its work on the President’s Task Force and for presenting its report on the Impact of COVID with recommendations for moving the college forward. The report documents the assessment conducted by the Task Force of data and practices implemented during the COVID-19 pandemic. It is a starting point for further discussion and inquiry of the pandemic on the student experience and effective practices during the pandemic. She reminded DPAC that these are recommendations and are not statements for direct implementation. She will be responding to the Task Force with some suggested revisions and clarification of language, will review a revised report with the leads of the Task Force and senior staff, and present a final report to the Board of Trustees. It was mentioned that some of the data used for the report is not current may need to be updated.</li> <li>•</li> </ul>	
November 10, 2021	COVID-19 Update	There has been a 4 percent increase in hospitalizations believed to be because of Halloween. Planning for the winter semester is moving ahead.	

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January 12, 2022	COVID-19 Update	<p>Looking at current Los Angeles County numbers, as of yesterday there are currently 34,827 new positive cases and 15 new deaths; the positivity rate is 21.8 percent. The College has implemented a new mask mandate on accordance with Los Angeles County guidelines that medical grade masks be provided to employees while they are working indoors and around others. The Receiving Department will be delivering masks to all departments. The Facilities Department is working with the Counseling Department to put safety plans in place to prepare for interaction with students. They are also working with a consultant to assess the indoor air quality in college facilities. Safety plans and protocols are in place for activities and events.</p> <p>The number of cases on campus is around 24. Bulletins will be sent to the college community about new County guidelines for quarantine and isolation; testing, vaccinations and boosters; and guidelines for positive testing and contact tracing. The SMC webpage will be updated with current information.</p>	
January 26, 2022	COVID-19 Update	<p>An overview was presented of new County guidelines for institutions of higher education redefining what it means to be fully vaccinated. Individuals are considered fully vaccinated if they have received a booster shot. As a result of this change, students and subsequently staff, will be required to submit verification of their vaccine booster. The roll out dates are March 15<sup>th</sup> for students</p>	

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		<p>and April 15<sup>th</sup> for staff. Students will not be able to register for summer or future semesters without submitting verification of a booster shot. Students who are not yet eligible for booster will be required to test weekly. Communication will be sent to students that testing is available on campus. There is also additional guidance from the Los Angeles Department of Public Health regarding isolation and quarantine. The new mask guidelines require that students and staff wear a minimum of a surgical mask or anything higher. The college is in the process of making sure that all classrooms and student services areas have access to surgical masks so that students can replace or wear in addition to their cloth face covering.</p>	
February 23, 2022	COVID-19 Update	<p>The Governor released California’s endemic plan which is the next phase following the pandemic to live with the virus. He will implement teams that will look for any outbreaks and those teams will be sent to deal with vaccinations, mask requirements and testing. New cases and hospitalizations have declined. Los Angeles County has relaxed the outdoor mask requirement for vaccinated individuals and is planning to relax the indoor mask requirement for vaccinated individuals.</p> <p>There have not been many individuals testing positive at SMC since the semester started because everyone is following their safety plans. SMC has safety plans for almost every type of activity, which is unique for districts in California. A new process will be implemented at</p>	

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		check in areas. Once an individual’s vaccination status has been verified, they will be given a wristband to show they have been cleared and will be able to enter all lobby areas. Extra police staff will help manage the check in areas and elevators. Additional staff has been hired in the student health area to help deal with the vaccination verification process for students.	
March 9, 2022	COVID-19 Update	The number of COVID-19 cases continues to decrease, and it is anticipated that there will be a loosening of guidelines for higher education, particularly around testing for events. Planning for on-site events which require safety plans are in progress. Staff and students on campus continue to follow safety protocols. PPE and other safety controls are available and working well. The SMC mask mandate is in place through the end of the spring semester. The Student Health department continues verification of student vaccinations and boosters, with a small backlog that is being addressed. Students who are verified are receiving wristbands for entering buildings. There is no outbreak or community spread on campus.	
March 23, 2022	COVID-19/Return to Campus Update	<p>Cases and Hospitalization</p> <ul style="list-style-type: none"> <li>• The seven-day testing positivity rate is .65%. Less than 1% of individuals tested are positive. In December 2021 this was about 23%.</li> <li>• As of March 22, 429 new cases and 17 new deaths. In February 2022 this was close to 90 new deaths per day.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• The Los Angeles County mortality rate is 287 deaths per 100,000 people. Which is .3%;</li> <li>• Hospitalizations for Los Angeles County are 404; In January 2022 it was at approximately 4,700</li> <li>• SMC community: On-campus-140; off-campus-208; total COVID-19 case numbers-348</li> </ul> <p>Agency Guidance:</p> <ul style="list-style-type: none"> <li>• The Emergency Operations Team (EOT) is monitoring daily the COVID agency regulations, guidance and recommendations for IHEs as well as Health Officer Orders from L.A .County Public Health. The Health Officer Orders are what are permissible while IHE guidance and recommendations are what Public Health feel are prudent.</li> <li>• The Indoor mask policy at SMC will continue through the end of the spring semester. EOT leads will be starting conversations on whether to remove masks in summer and fall 2022.</li> </ul> <p>Regarding Safety Plans:</p> <ul style="list-style-type: none"> <li>• After two years of COVID safety training and engaging staff in creating safety plans and trying to develop a culture of safety, the process of creating generic safety plans started in the fall with the classroom safety protocols for lecture-based classes. Discussions continue for what the upcoming semesters will look like related to COVID safety protocols.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• The campus is opening up for events, performances and other activities while continuing to follow the highly recommended guidance from the county.</li> <li>• Guest speaker protocols have been developed. Protocols for event and in-person meeting are still in draft form and are being reviewed. There will be more to come.</li> </ul>	
April 27, 2022	COVID-19/Return to Campus Update	<p>Case rates in Los Angeles County are decreasing. Last week, there were two cases on campus reported, and numbers for spring are lower than winter. There are two new permanent health assistants who are taking on the role of clearing submission of student vaccinations, will be helping Human Resources with approving staff vaccinations and boosters, handling testing for student exemptions and soon will be helping with staff exemptions. MIS is working to simplify the approval process for students so they can enroll in classes quicker. The vaccination status is being checked for students entering the Student Services Center, the library, and Bodega and staff is checking vaccination status of individuals attending performances and athletic events. The college continues to host Bodega and the meal project program each week. Activities are planned to provide an on-ground presence for students to feel a sense of community. The Emergency Operations Team and its subgroups continue to discuss the current SMC mask mandate, recognizing that many institutions have removed the mandate.</p>	



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May 11, 2022	COVID-19/Return to Campus Update	<p>It was reported yesterday that there were 2,044 new COVID-19 cases with four deaths and 252 hospitalizations; the positivity rate is 2.4 percent. This is an increase of 180 cases on a seven-day average from 30 days ago. There is a slight increase of hospitalizations, but deaths continue to decrease. There has been an increase of cases on campus, but no reported spread or outbreak.</p> <p>The Emergency Operations Team will be discussing masking requirements with college constituencies and will be developing metrics for determining masking requirements. For summer, a no masking requirement for outdoors is being considered, but masking will be required indoors.</p> <p>There are several activities planned for the spring including an open house in the quad, the CSEW Ice Cream Social, events at the Center for Media and Design and the gym, an adjunct faculty appreciation luncheon, a dance rental at the Core Performance Center, Grad Fest, the Student Affairs Awards Celebration, a vote center and graduation.</p> <p>The vaccine mandate for summer and fall enrollment is in place, but students were given a grace period to submit verification to increase enrollment efforts in the last two weeks.</p>	

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May 25, 2022	COVID-19/Return to Campus Update	<p>There are 3,489 cases in in Los Angeles County for today; 419 hospitalizations and nine deaths. The daily positivity rate for a seven-day average is 3.5 percent. There have been quite a few cases on campus, but no outbreaks. The Emergency Operations Team continues to look a COVID data daily to determine trends that will help in decision making and how to move the campus in the right direction. It is working on a data driven decision matrix based on community transmission statistics from the CDC and L.A. County data. The cafeteria will be open in fall 2022 with two vendors and the CMD campus Café will be open in the summer.</p> <p>It is planned to lift the mask mandate for outdoors for the summer, but the case rates are being watched before a final decision is made. The safety culture at the college is strong and staff is aware of the process for planning a new activity or event. Two or three safety plans are being reviewed each week. The campus is opening up for many events, performances and other activities with people following safety protocols and guidance.</p>	
June 8, 2022	COVID-19/Return to Campus Update	<p>The number of new cases is remaining high with 4,000-5,000 daily. The daily death rate over the last six days has ranged from 3 to 10. The hospitalization rate is in the 500 range; the daily positivity rate is 4.3% which is high. Projections indicate that L.A. County could be in the high-ranking range in the next couple of weeks which would mandate masking indoors</p>	

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		<p>Safety protocols are in place for special events related to graduation. For summer, faculty will be allowed to teach behind plexiglass unmasked while social distancing as long as the County stays in a medium range. There have been discussions about opening the cafeteria and providing more food services for students, faculty and staff.</p> <p>Students will be dropped tonight if they have not submitted proof of exemption or vaccination. The admissions team has followed up with over 1,400 students to remind them to submit verification.</p> <p>The college's healthcare team is working diligently to continue high levels of compliance and to support people who have issues related to COVID 19 as the numbers increase. There were 17 cases on campus within the last 14 days, but no outbreaks. Testing is required for students and faculty engaging in performances, for the most part there have been no compliance issues.</p>	
June 22, 2022	COVID-19/Return to Campus Update	This week in Los Angeles County there were 5,575 new cases, 8 deaths, and 679 hospitalizations. The County is considering the reinstatement of the indoor mask mandate in early July because it is in the high transmission category, but the decision has not been made yet. There were two cases on campus since June 14 <sup>th</sup> which is down from the prior week.	

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March 9, 2022	Discussion: DPAC Subcommittees	DPAC started a discussion regarding the function of the DPAC subcommittees, the methods of communication and how the work of the subcommittees support DPAC. This evolved into a discussion about the need to re-examine the structure of DPAC and how it functions related to all planning processes taking place at the college. There was consensus that there is a need for a position to oversee and monitor all planning. It was agreed that this concept be presented to senior staff for input. Models at other community colleges will be reviewed for reference.	
March 23, 2022	DPAC and College Planning Processes	Feedback from Senior Staff: Discussion of DPAC and College Planning Processes: Dr. Jeffery and Senior Staff are in favor of reviewing the planning process. They recommended that more time be provided to review the planning structure by moving this to summer or fall 2022 to make a comprehensive decision. Other planning activities currently underway this year include: Accreditation Strategic Enrollment Management Plan Equity Audit Facilities Master Plan Technology Master Plan Master Plan for Education	

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July 28, 2021	DPAC Annual Report, 2020-2021		<u>A - #2021-2022.1</u> Motion was made by Elisa Meyer and seconded by Elaine Roque to approve the DPAC Annual Report, 2020-2021. It was unanimously approved with one abstention (Dagmar Gorman, CSEA Representative).
September 8, 2021	DPAC Orientation	<a href="#">DPAC Orientation</a>	
July 28, 2021	DPAC Scope and Function, for 2021-2022	The DPAC Scope and Function was reviewed to remind current and new DPAC members of how DPAC functions. It will be updated for 2021-2022 as new members are appointed.	
August 25, 2021	DPAC Semi-Annual Update, January-June 2021		<u>C- #2021-2022.2</u> The update was approved by consensus for distribution to the college community in September. It will include a video featuring Nate Donahue providing an update on the 2021-2022 Annual Action Plans.
February 23, 2022	DPAC Semi-Annual Report 2021-2022	DPAC reviewed the Semi-Annual Report 2021-2022. It will be distributed to the college community via Bulletins.	

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June 8, 2022	Election of Vice-Chair 2022-2023		<u>A- #2021-2022.9</u> Motion was made by Chris Bonvenuto and seconded by Peter Morse to elect Jamar London as DPAC Vice-Chair, 2022-2023
December 8, 2021	Facilities Subcommittee Report	The bi-monthly meetings began with a construction and a safety update. This past year, the subcommittee has been addressing student and staff queries, reviewed procedures regarding signage and moves, had presentations from Charlie Yen, and are following up on items such as solar maintenance and output. We are currently discussing non gender bathrooms and will be reviewing previous and current recommendations. Additional guests have been invited to tomorrow’s meeting. We have also welcomed our newest Interested Party member Eric Oifer, in his role as the ADA/504 Compliance Office.	
March 23, 2022	Guided Pathways Scale of Adoption Assessment (SOAA)	Guido Davis Del Piccolo and Maria Muñoz presented a summary of the SOAA. That this document needs to be submitted to the Chancellor's Office with signatures from both the Academic Senate President and the Superintendent/President. <a href="#">Scale of Adoption Self-Assessment (SOAA)</a> <a href="#">Scale of Adoption Self-Assessment (SOAA)</a> <a href="#">STANDARD/PRACTICE AND STATUS ONLY</a>	

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May 25, 2022	Proposed Bond Measure	Don Girard, Senior Director of Government Relations/Institutional Communications presented a proposed plan to: (1) Replace temporary classrooms and an aging shop-lab building, (2) Upgrade the Veterans Success Center, (3) House SMC mental health and basic needs resource programs, (4) Expand the overcrowded respiratory therapy program , and (5) Construct student housing for full-time students who are homeless or at risk of homelessness. Link to presentation: <a href="#">Proposed Bond Measure</a>	<u>A- #2021-2022.8</u> DPAC acknowledged receipt of information regarding a proposed bond measure, supports the proposal and is in favor of the Board of Trustees moving forward. Motion made by: Management Association Seconded: CSEA <i>Unanimously approved.</i>
November 10, 2021	Return to Campus	Upcoming activities include Giving Thanks(giving), closure of the south (Pearl Street) entrance to Parking Lot 1 for construction, logistical planning for opening of the Student Services Building, Cosmetology classes starting up, volleyball and basketball games, jazz concerts, music ensembles, operas, chamber choir, and theater arts performances.	
November 10, 2021	Strategic Enrollment Management Plan	The Enrollment Management Team started on the Strategic Enrollment Management Five-Year Plan pre-pandemic but abandoned the process for a year to deal with pandemic related enrollment issues. The team resumed its work last spring and recently revised the timeline with the goal of completing the plan in spring 2022. Discussion of Priorities for 2022-2023 included the following <ul style="list-style-type: none"> <li>• Implementation of Digital Marketing Strategies for International Education Market</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Modernization of Corsair Connect</li> <li>• Integrated Student Communication Strategy for entire student journey</li> <li>• Create procedures for the marketing of academic programs</li> <li>• Increase short term course offerings</li> <li>• Analyze capacity and desire for year-round schedule utilizing Guided Pathway Program Maps</li> </ul> <p>Just under \$1.2 million has been allocated from the Chancellor’s Office for outreach and retention, on top of the \$246,000 that was allocated in the previous year, which has been used to hire temporary classified staff to offer more high touch strategies. The additional \$1.2 million will be used to expand the call center with additional temporary and student employees, increase technology designed to communicate with students, and expand marketing efforts.</p> <p>It was suggested alternatives be explored for reaching untapped or new markets. The difficulty is doing a SEM plan in the middle of a pandemic trying to plan for a post-pandemic environment. The plan needs to be responsive and provide a roadmap, but it is important to be prepared to take detours and pivot as new and/or unforeseen roadblocks emerge.</p>	



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		It was suggested that a 2022-2023 Annual Action Plan be developed to support the Strategic Enrollment Management Plan so that is an institutional priority for budgeting and other resources. The SEM Team will discuss and draft an action plan at its meeting in December to forward to DPAC for discussion at its meeting on January 12, 2022.	
March 9, 2022	Technology Master Plan Update	<p>Marc Drescher, Chief Director of Information Technology, presented the <a href="#">Technology Master Plan Update</a> and highlighted the following projects:</p> <ul style="list-style-type: none"> <li>• TERP Data Refresh: Datacenter servers and storage will be replaced with modern technology. Planned completion is October 2022.</li> <li>• New IT ticketing System: Implementation of a combined student and employee customer service ticketing system. Planned completion is October 2022.</li> <li>• Window Virtual Desktops: Provides remote access to lab software.</li> <li>• Apex Conversion: Conversion of WebISIS from Oracle forms to APEX. This project will extend the life of WebISIS.</li> <li>• Starfish Phase II: Phase II of GPS project kicked off in February 2022. MIS is working on integration of program files into Starfish system.</li> <li>• ISIS Database Upgrade: Upgraded Oracle database to extend the life of WebISIS.</li> <li>• Bank Mobile: Decommissioning of legacy disbursement of paper checks and implementation of BankMobile electronic fund disbursement.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Multi-Factor Authentication: Enhancement of security requiring multiple factors of authentication for critical systems.</li> </ul> <p>The 2022-2023 Technology Plan will be presented in June 2022.</p>	
December 8, 2021	Vision for Success/IE Dashboard	<p>Vicente Arrizon and Hannah Lawler, Chair and Vice--Chair of the Institutional Effectiveness Committee. The work of the Institutional Effectiveness Committee this semester has focused on equity and diversity. There are four specific areas with significant data trends and observations to help inform the educational master plan and the work being done.</p> <p><u>Link to Report:</u>  <a href="#">Significant Data Trends, Observations, and Recommendations of the Institutional Effectiveness Committee 2021-2022 December 2021</a></p>	