



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, May 25, 2022. This meeting was conducted via Zoom Conference.

- I. Call to Order -3:02 p.m.
- II. Members Present
 - Mike Tuitasi, Administration, Chair
 - Jamar London, Academic Senate President, Vice-Chair
 - Bradley Lane, Administrative Representative
 - Chris Bonvenuto, Management Association Representative
 - Dione Carter, Management Association Representative
 - Nate Donahue, Academic Senate Representative
 - Peter Morse, Faculty Association President
 - Elaine Roque, Faculty Association Representative
 - Cindy Ordaz, CSEA Representative
 - Martha Romano, CSEA Representative
- III. Minutes of DPAC Meeting: May 11, 2022
The minutes were unanimously approved.
- IV. Public Comments - None
- V. 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.

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."

Superintendent/President Kathryn E. Jeffery approved the recommendation. (The Superintendent's response form follows the minutes).
- VI. Reports - None
- VII. Agenda
 1. COVID-19/Return to Campus Update: 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.

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.

2. Accreditation Update: 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 14th 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.

[Members of the SMC Accreditation Steering Committee](#)

3. 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: [Proposed Bond Measure](#)

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

Unanimously approved.

4. Update on 2021-2022 Annual Action Plan #8
[Human Resources Staffing Plan](#)
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.

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.

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.

VIII. Adjournment – 4:30.m.

Meeting schedule through June 2022 (second and fourth Wednesdays each month at 3 p.m.)

June 8, 22

Meeting schedule for 2022-2023

July 13, 27, 2022

August 10, 24

September 14, 28

October 12, 26

November 9, 23

December 14

January 11, 25, 2023

February 8, 22

March 8, 22

April 12, 26

May 10, 24

June 14, 28



RECOMMENDATION APPROVED BY DPAC
SUBMITTED TO THE SUPERINTENDENT/PRESIDENT

Date of DPAC Meeting	Recommendation	Status
May 11, 2022	<p>2022-2023 Annual Action Plans with Budget Committee Input (<i>see following pages</i>)</p> <p>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> <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> <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>	<input type="checkbox"/> Approve <input type="checkbox"/> Consider <input type="checkbox"/> Modify <input type="checkbox"/> Not Approved

Superintendent's Response: Approve