



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, September 23, 2020. This meeting was conducted via Zoom Conference.

I. Call to Order -3:03 p.m.

II. Members Present

Jennifer Merlic, Administration, Chair Designee  
Nate Donahue, Academic Senate President, Vice-Chair  
Mike Tuitasi, Administration Representative  
Chris Bonvenuto, Management Association Representative  
Erica LeBlanc, Management Association Representative  
Jamar London, Academic Senate Representative  
Elaine Roque, Faculty Association Representative  
Cindy Ordaz, CSEA Representative  
Dee Upshaw, CSEA Representative  
Tafari Alan, Associated Students Representative  
Joshua Elizondo, Associated Students Representative

Others Present

Dagmar Gorman  
Jessica Gonzalez  
Kennisha Green  
Matt Hotsinpiller  
Lee Peterson  
Mike Roberts  
Martha Romano

In accordance with Executive Order N-29-20 issued by Governor Gavin Newsom and dated March 17, 2020, members of the District Planning and Advisory Council participated in the meeting by Zoom Conference.

III. Minutes of DPAC Meeting –September 9, 2020: Motion was made by Cindy Ordaz and seconded by Erica Leblanc to approve the minutes of the DPAC meeting on September 9, 2020. The minutes were unanimously approved.

IV. Reports - None

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

VI. Public Comments - None

VII. Agenda

1. COVID-19 Update: The decision was made for SMC to remain primarily online for Winter and Spring 2021. Enrollment begins November 2, 2020.

2. Recommendation to the Superintendent/President regarding the establishment of a Presidential Task Force to assess the positive impacts on the student experience of the COVID-19 remote learning environment: It was agreed that the language of the recommendation will be revised and presented at the next DPAC meeting for discussion and approval.
3. Response to 2019-2020 Annual Action Plan #4: Implement the STEM Area of Interest (Aoi), Student Care Teams. This was accepted as final.
4. Accreditation Mid-Term Report: Erica LeBlanc provided an overview of the Accreditation Mid-Term report which is required by the Accrediting Commission for Community and Junior Colleges (ACCJC) at the midpoint between visits. The Midterm Report is a summary of the institutional progress made in response to the recommendations of the 2016 Accreditation Visiting Team, the Actionable Plans developed by the College during the preparation of the 2016 Self-Evaluation Report, and the two Action Plans that comprise the Quality Focus Essay. The Draft Mid-Term Report is available at the following link: <https://www.smc.edu/administration/governance/district-planning-policies/DRAFT-SMC-MidTerm-Accreditation-Report.pdf>

The final report will be presented to the Board of Trustees for acceptance on October 6, 2020.

5. 2020-2021 Budget Report: Chris Bonvenuto provided an overview of the budget which included the following:
  - Comparison of 2018-2019 Audited and the 2019-2020 Unaudited Fund Balance and Expenses that shows a decrease from 4,259 FTES in 2018-2019 to 3,702 FTES in 2019-2020.
  - Reported Credit Res. FTES: <3.0%> or <585> FTES
  - Credit FTES = 18,938; NC = 585; Total: 19,523 FTES
  - Medium District: Loss of <\$1,348,501>
  - Hold Harmless: \$12,369,464
  - Need 2,713 CrFTES growth before funding begins
  - Actual Non-resident FTES: <15.6%> or <577> FTES
  - 2007-08 = 5,071 FTES; 2012-13 = 4,049; 2017-18 = 4,589; 2020-21 = 3,126
  - NrFTES Revenue decrease of ~<\$4,023,686>
  - At May Revise 20-21 deficit was projected at <\$32,001,777>
  - Combination of reversal of May Revise reductions (\$11,006,613), budget reductions change in assumptions (13,237,204)
  - Tentative Budget projected deficit at <\$7,757,960>
  - 2019-2020 Projected to 2020-2021 Tentative Budget which shows a fund balance of \$21,040,755 for 2019-2020 and \$13,282,795 for 2020-2021.
6. There was consensus that the following 2020-2021 Annual Action Plans be referred to the responsible staff to draft new or continuing Annual Action Plans for 2021-2022.
  7. Annual Action Plans 1, 2, 3 and 4 were referred to the Redesign Team:
    - 1- Academic and Career Path
    - 2- Equitizing Gateway and Critical Course
    - 3- Instructional Support/Learning Resources for Students
    - 4 - Student Care Teams
    - Annual Action Plan 5, Starfish GPS Early Alert System, will be reviewed to determine what is realistic for 2021-2022
    - Action Plan 6, SMC Online Education, was referred to Tammara Whitaker and Laura Manson. It is suggested that the future of Distance Education be integrated into this plan.

- Action Plan 7, Facilities Master Plan, will be reviewed by Chris Bonvenuto
- Action Plan 8, Technology Master Plan, was referred to Marc Drescher
- Action Plan 9, Human Resource Staffing Plan, was referred to Sherri Lee-Lewis. It is suggested that restructuring due to retirements (SRP) be integrated into this plan.
- Action Plan 10, DPAC Annual Action Plan Budget Review, has been completed and does not need to be carried over

VIII. Adjournment - 4:22 p.m.

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

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

Meeting of the Council of Presidents (COP)

The Council of Presidents discussed the agenda for the DPAC meeting on October 14, 2020. The agenda will include the following:

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