



Santa Monica Community College District  
District Planning and Advisory Council  
MEETING –NOVEMBER 13, 2024  
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, November 13, 2024 at **3:30 p.m.** in the SMC Student Services Center **Room 222**, 1900 Pico Boulevard, Santa Monica. The meeting will also be conducted via Zoom to allow for remote participation. Following is the link to join the DPAC meeting via Zoom:

<https://smc-edu.zoom.us/j/93886279276>

- I. Call to Order
  
- II. Members  
Mike Tuitasi, Administration, Chair Designee  
Jamar London, Academic Senate President, Vice-Chair  
Jason Beardsley, Administration Representative  
Chris Bonvenuto, Management Association Representative  
Sasha King, Management Association Representative  
Vicenta Arrizon, Academic Senate Representative  
Peter Morse, Faculty Association President  
Elaine Roque, Faculty Association Representative  
Cindy Ordaz, CSEA President  
Martha Romano, CSEA Representative  
David Duncan, Associated Students President  
Associated Students Representative
  
- III. Public Comments
  
- IV. Review of Minutes: October 23, 2024
  
- V. Reports
  
- VI. Agenda
  1. Update: EpiCenter
  2. Continue Discussion: Annual Action Plans for 2025-2026
    - Data-Informed Scheduling
    - Districtwide Sustainability Culture and Initiatives
    - Districtwide Safety Culture
  
- VII. Adjournment  
Meeting schedule through June 2025  
2024  
December 11  
2025  
January 8, 22  
February 12, 26  
March 12, 26  
April 9, 23  
May 14, 28  
June 11, 25

Meeting of the Council of Presidents (COP)

The Council of Presidents will discuss the agenda for the DPAC meeting on December 11, 2024.

## Public Comments

Members of the public may address the District Planning and Advisory Council (DPAC) by oral presentation concerning any subject that lies within the jurisdiction of DPAC. Each speaker may be allowed a maximum of three minutes per topic.

Exceptions: This time allotment does not apply to individuals who are making a presentation at the invitation or request of DPAC.

### Instructions for Submitting a Request to Speak at In-Person Meeting

Individuals wishing to speak at a DPAC meeting during Public Comments or regarding item(s) on the agenda must submit a request to DPAC Coordinator [ROSE\\_LISA@smc.edu](mailto:ROSE_LISA@smc.edu) with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

### Instructions for Submitted Written Comments

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

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

### Instructions for Speaking via Zoom

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

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

Alternatively, during the meeting and before public comments have ended, individuals may use the Q&A feature of Zoom to request to speak.

## DPAC Meeting Ground Rules

To facilitate constructive dialogue in DPAC meetings, it is crucial to maintain a set of ground rules that encourage open communication, mutual respect, and effective problem-solving. These guidelines will help create an environment where DPAC members feel comfortable sharing their ideas and opinions without fear of personal attacks or ridicule. Following are some essential ground rules for DPAC meetings:

- **Stay on topic:** Conversation should remain focused on the issue at hand, avoiding distractions and unrelated tangents.
- **Focus on the issue, not the person:** Discuss ideas and opinions, rather than focusing on personal issues or complaints.
- **Maintain a respectful tone:** Communicate your thoughts and ideas with courtesy and respect, avoiding aggressive or condescending language.
- **Strive for balanced participation:** All DPAC members should have an opportunity to contribute their ideas and perspectives.
- **Active listening:** Active listening includes giving others your full attention, refraining from interrupting, and asking clarifying questions to ensure comprehension.
- **Be open-minded:** Remain open to new ideas and be willing to change opinions based on the information and insights shared during the debate. Acknowledge and respect the diversity of opinions and experiences within the team. Recognize that different perspectives can contribute to a richer understanding of the issue at hand and lead to more innovative solutions.
- **Seek common ground:** Identify areas of agreement and work collaboratively towards finding mutually beneficial solutions.

**District Planning and Advisory Council (DPAC)**  
Meeting schedule 2024-2025  
(second and fourth Wednesdays each month at 3 p.m.)

Meeting Date	Topic/Related Reports	Invitees/Responsible Areas
July 10	Election of Vice-Chair for 2024-2025 Fall 2024 Flex Day Draft Schedule of DPAC Meetings, 2024-2025	DPAC Dr. Lea Hald DPAC
July 24	Cancelled	
August 14	Cancelled	DPAC
August 28	DPAC 2023-2024 Annual Report Year-End Report on 2023-2024 Annual Action Plans Update: Mission Statement Task Force	DPAC DPAC Mike Tuitasi
September 11	DPAC Orientation  Reports: <ul style="list-style-type: none"> <li>• Guided Pathways Implementation: Discussion with the goal of developing recommendations for leadership structure/alignment</li> </ul>	Mike Tuitasi, Jamar London  Maria Muñoz Llanet Martin Guido Davis Delpiccolo
September 25	Updates: <ul style="list-style-type: none"> <li>– Mission Statement Task Force</li> <li>– Master Plan for Education</li> </ul> Report: Program Review	Mike Tuitasi Jason Beardsley  Stephanie Amerian, Mitch Heskell
October 9	Update: Education Master Plan  Report: Institutional Effectiveness Committee  Annual Action Plans for 2025-2026	Jason Beardsley  Hannah Lawler  DPAC
October 23	Recap and Discussion: Workplace shooting on October 14, 2024	Superintendent/President Kathryn E. Jeffery
November 13	EpiCenter Update    Annual Action Plans for 2025-2026	Sherri Lee-Lewis Abigail Orosz Jessica Krug Erin O'Neill Hannah Mock  DPAC
November 27	Cancelled	
December 11	Annual Action Plans for 2025-2026	DPAC
January 8, 2025	Annual Action Plans for 2025-2026	DPAC
January 22	Governor's Proposed Budget for 2025-2026	Chris Bonvenuto
February 12	Finalize Annual Action Plans for 2025-2026 to forward to Senior Staff, Fiscal, and Budget Committee	DPAC
February 26	Presentation: Facilities Master Plan	Don Girard, Charlie Yen, Chris Bonvenuto
March 12	Technology Update	Calvin Madlock
March 26	Guided Pathways Implementation Team Update	Maria Muñoz, Guido Delpiccolo

April 9	Cancelled	
April 23	2024-2025 Annual Action Plans Update	
May 14	2024-2025 Annual Action Plans Update	
May 28	Review 2025-2026 Annual Actions Plans with Budget Committee input	DPAC
June 11	Tentative Budget for 2025-2026	Chris Bonvenuto
	Election of DPAC Vice-Chair, 2025-2026	DPAC
June 25	Start process for report on 2024-2025 Action Plans	DPAC