



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, February 12, 2025 at 3:00 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: January 22, 2025
- V. Reports
- VI. Agenda
 1. Finalize Annual Action Plans for 2025-2026
 - Districtwide Sustainability Culture and Initiatives
 - Districtwide Safety Culture
 2. Governor's Proposed Budget 2025-2026
 3. DPAC Subcommittee Meetings
- VII. Adjournment
Meeting schedule through June 2025
2025
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 February 26, 2025.

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 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 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 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.



Santa Monica Community College District

2025-2026 ANNUAL ACTION PLAN

<p>ANNUAL ACTION PLAN 1</p> <p>Develop a Climate Action Plan</p>	<p>Lead Person: Ferris Kavar, Director of Sustainability</p> <p>Other Responsible Area(s): Sustainability Department, Environmental Affairs Committee, Individual Departments</p>
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Map to Institutional Plans

[Board of Trustees Annual Goals 2024-2025 and Ongoing Priorities](#)

Educational Advancement, Quality and Equity 3. Continue to decrease equity gaps,...

Fiscal Stewardship 6. Reduce the structural budget deficit by \$5,000,000

Facilities 9. Update and complete the Facilities Master Plan to support the vision for SMC's future

The Future of the College 1. Develop new programs and partnerships that support the strategic vision & plan for the future

Student Life 6. Implement initiatives that overcome barriers based on students' financial resources and unmet basic needs.

Fiscal and Facilities 8. Seek opportunities for improved ..., cost control... to ensure a sustainable budget and efficient operations. 9. Continue commitment to environmental sustainability in light of the continuing climate crisis.

[Accreditation 2022 Institutional Self-Evaluation Report](#) - "Sustainability is an integral component of all facilities planning."

[2017-2022 Strategic Initiatives Vision](#): includes "sustainability" as a core value; **Mission**: students are expected to learn about the "natural environment"; **ILO #4** • **Assume responsibility for their own impact on the earth by living a sustainable and ethical life style**; **Supporting Goals: Sustainable Physical Environment** • Apply sustainable practices to maintain and enhance the College's facilities and infrastructure including grounds, buildings, and technology.

[2023-2024 Program Review Report](#)

Districtwide Sustainability Culture and Initiatives: At present, sustainability is the purview of one program. But to support the Board of Trustees' "Resolution for Climate Change and Sustainability," a districtwide culture of sustainability should be fostered. Develop a strategic inter-departmental plan and timeline to "green" existing practices in impactful areas, such as facilities planning, maintenance and operations, events, and human resources.

[SMC Campus Master Plan Facilities Conditions Assessment - EQ, Electrical, Plumbing, Mechanical \(HVAC\)](#)

Other - Chancellor's Vision 2030 goals include: Advance engagement with climate practice: facilities and operations, workforce and curriculum, community engagements and benefits, resource development, SMC's **Carbon Neutrality Pledge** to be carbon neutral in scope 1, 2, and 3 emissions by 2050 and the **BOT Climate & Sustainability Resolution. In addition, 12 laws and 2 City and County goals related to carbon emission and water conservation measures drive these efforts.**

Methods to Accomplish the Annual Action Plan *(include timeline)*

The Climate Action Plan shall establish a framework for achieving the climate and sustainability goals that the college and Chancellor's office have committed to, and that state and local laws require. The plan will also help the District to reduce costs, improve building occupant comfort, reduce liabilities, decrease equity gaps, address student's basic needs, provide environmental literacy, and drive enrollment. Flexibility within the plan will allow departments to choose the pace and actions they will take to meet goals and laws, and will provide for unforeseen changes, while maintaining integrity of the proposal's vision and goals. The plan will include the need for an Integrated Energy Master Plan and staff to achieve goals.

The Sustainability Department and the Environmental Affairs Committee will create a draft Climate Action Plan, which will be informed by stakeholders from across the college community. The plan will be developed through:

- Examination of our own stated goals, as well as the laws and regulations we are bound to.
- Review of plans and best practices from other community colleges in California and universities in the region.
- Engaging the following stakeholders: senior staff, students, administrators, faculty, staff, and the community.

The plan's focus areas will include greenhouse gas emissions, energy, buildings, water, waste, transportation, procurement & food systems, academics & workforce programs, student engagement, community engagement, and performance tracking.

A shared leadership model is required to spread responsibilities to each department so they may plan how to achieve their respective goals in a way that best suits them, including the need for funding personnel, consultants, and infrastructure.

Timeline:

Winter/Spring 2025

- Draft a plan with Environmental Affairs Committee using models from other colleges.
- Hold stakeholder meetings to receive feedback and improve the draft.

Summer/Fall 2025

- Continue to hold stakeholder meetings.
- Present draft to DPAC for approval.
- Hire consultant to produce an Integrated Energy Master Plan.

Winter/Spring 2026

- DPAC to provide recommendation to the Superintendent President.
- The draft will be recommended to the Board of Trustees for approval.

Ongoing

- A Task Force, made up of representatives from departments with an outsized impact on goals and regulations (e.g. M&O, Facilities Planning, Procurement, Campus Police, Events, Auxiliary Services, Human Resources) will meet quarterly for progress updates and strategizing.
- Annual progress reports to the Board of Trustees.

Describe the anticipated outcomes that will result from the completion of the action plan, including how its completion might further the college's goal of eliminating equity gaps:

The Climate Action Plan will provide a roadmap to how SMC can achieve its climate and sustainability goals. The plan will include near, mid, and long-term targets with specific strategies for each area of focus.

The successful execution of a Climate Action Plan will help buildings to be safer; cost less to operate; be more comfortable and more conducive to learning; while also being more self-sufficient and resilient to disasters, contribute less to climate change and rising insurance costs, and will position the college to take advantage of government and agency funding opportunities to help pay for the recommended changes.

Finally, equity gaps will be addressed in four ways. The first is by infusing sustainability across the curriculum to increase environmental literacy needed in all career paths. The second is by institutionalizing and expanding the *Student Sustainability Workshops* that have shown promise in improving Success and Retention in all demographics, but especially in Black and LatinX students. The third is by developing Climate-related workforce programs. The fourth is by eliminating our contribution to climate change and air, soil and water pollution we are improving the health of our students and the communities in which they live, while also supporting the clean industries where our students can find fulfilling careers.

Status of Action Plan		
Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services Date:	Fiscal/Budget Committee Response Recommendation:	
Action Plan Submitted to Superintendent/President Date	Superintendent/President's Response <input type="checkbox"/> Approved <input type="checkbox"/> Consider* <input type="checkbox"/> Not Approved* <i>*If checked, an explanation will be provided in writing.</i>	_____ Superintendent/President Date:



**Santa Monica Community College District
2025-2026 ANNUAL ACTION PLAN**

<p>ANNUAL ACTION PLAN 2</p> <p>Campus Safety - Conduct a comprehensive college-wide safety audit to create a strong campus safety culture. An audit will include:</p> <ul style="list-style-type: none"> • Conducting a safety training survey; • Identifying a new emergency communication system; • Developing a college-wide safety plan to include organizational structure, tabletop exercises, and trainings 	<p>Lead Persons:</p> <ul style="list-style-type: none"> • Vice President of Student Affairs • Chief of Police • Director of Safety and Risk Management • EOT Leads <p>Other Responsible Area(s): Emergency Preparedness Committee Campus Safety Committee Campus Police Human Resources Professional Development Committee</p>
<p>Map to Institutional Plans</p> <ul style="list-style-type: none"> <input type="checkbox"/> Board of Trustees Annual Goals 2024-2025 and Ongoing Priorities <input type="checkbox"/> Accreditation 2022 Institutional Self-Evaluation Report <input type="checkbox"/> Education Master Plan <input type="checkbox"/> 2017-2022 Strategic Initiatives <input type="checkbox"/> Strategic Enrollment Management Plan <input checked="" type="checkbox"/> 2023-2024 Program Review Report <input type="checkbox"/> 2023-2024 Institutional Effectiveness Report <input type="checkbox"/> Guided Pathways: Redesigning the Student Experience <input type="checkbox"/> Student Equity Plan <input type="checkbox"/> SMC Campus Master Plan Facilities Conditions Assessment <input type="checkbox"/> Academic Senate Objectives <input checked="" type="checkbox"/> Other (please add) 	
<p>Methods to Accomplish the Annual Action Plan (<i>include timeline</i>)</p> <p>A comprehensive college-wide safety audit is essential for enhancing campus safety and fostering a proactive safety culture. Key initiatives include:</p> <ul style="list-style-type: none"> • Targeted Safety Training: Conducting surveys to identify gaps and develop tailored training programs. • Improved Emergency Communication: Implementing an updated system for timely, effective responses. • Clear Safety Framework: Establishing a detailed safety plan with defined roles and protocols. • Tabletop Exercises: Regularly practicing scenarios to enhance preparedness and collaboration. • Continuous Training: Providing ongoing education on safety practices and protocols. • Safety Culture: Engaging staff and students to prioritize safety in daily activities. • Data-Driven Improvements: Using audit findings to guide and measure progress. <p>This audit will strengthen safety protocols, improve communication, and create a safer, more supportive campus environment.</p>	
<p>Describe the anticipated outcomes that will result from the completion of the action plan, including how its completion might further the college's safety goals.</p> <p>The comprehensive safety plan will significantly advance the college's safety goals through the following outcomes:</p> <ul style="list-style-type: none"> • Enhanced Safety Awareness: Ongoing safety training and regular departmental talks will foster a culture of safety, empowering staff to recognize and address potential hazards. • Improved Emergency Preparedness: A college-wide safety plan, supported by regular tabletop exercises, will ensure staff are prepared for emergencies and continuously improve protocols. • Increased Accountability and Engagement: Rotating safety assignments will promote shared responsibility and collaboration among staff and students, strengthening the community's commitment to safety. 	

- **Integration of Safety into Daily Routines:** Embedding safety practices, such as walk-throughs and equipment reviews, into daily operations will make safety a consistent priority.
- **Continuous Improvement:** Regular feedback from exercises and assignments will enable data-driven adjustments, ensuring ongoing enhancement of safety measures.

By implementing this plan, the college will create a safer, more prepared campus with a strong culture of safety that benefits all employees and students.

Status of Action Plan		
Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services Date:	Fiscal/Budget Committee Response Recommendation:	
Action Plan Submitted to Superintendent/President Date	Superintendent/President's Response <input type="checkbox"/> Approved <input type="checkbox"/> Consider* <input type="checkbox"/> Not Approved* <i>*If checked, an explanation will be provided in writing.</i>	_____ Superintendent/President Date: