



Santa Monica Community College District
District Planning and Advisory Council
MEETING—FEBRUARY 14, 2024
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, February 14, 2024 at 3:00 p.m. in the SMC Student Services Center Room 396, 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
Stephanie Amerian, Academic Senate Representative
Peter Morse, Faculty Association President
Elaine Roque, Faculty Association Representative
Cindy Ordaz, CSEA President
Martha Romano, CSEA Representative
Cecilia Jeong, Associated Students President

III. Public Comments

IV. Review of Minutes: January 24, 2024

V. Reports

VI. Superintendent/President's Response to DPAC Recommendation, if any.

VII. Agenda

1. Commencement 2024
2. Request for Naming of Student Services Center
3. Update: Mission and Vision Statement Task Force
4. Update: Strategic Education Plan
5. Discussion: Annual Action Plans for 2024-2025

VIII. Adjournment

Meeting schedule through June 2024

February 28
March 13, 27
April 10, 24
May 8, 22
June 12, 26

Meeting of the Council of Presidents (COP)

The Council of Presidents will discuss the agenda for the DPAC meeting on February 28, 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 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.



Santa Monica Community College District

2024-2025 ANNUAL ACTION PLAN TO SUPPORT THE INSTITUTIONAL STRATEGIC PLANS AND OBJECTIVES

<p>ANNUAL ACTION PLAN 1</p> <p>Form a DPAC Sub-committee that focuses on improving student retention and persistence outcomes. The sub-committee will follow DPAC guidelines and include representatives from Administration, Managers, Academic Senate, Faculty Association, Classified Professionals, and Associated Students.</p>	<p>Lead Person: Vice-President, Student Affairs</p> <p>Other Responsible Area(s): Academic Affairs Academic Senate Enrollment Development Institutional Research Student Affairs</p>
<p>Map to Institutional Plans and Programs</p>	
<ul style="list-style-type: none"> ■ Academic Senate Objectives ■ Board of Trustees Core Priorities, 2023-2024 ■ Epicenter ■ Facilities Master Plan ■ Master Plan for Technology ■ Professional Development Committee ■ Redesign of the Student Experience – Guided Pathways ■ Strategic Education Plan ■ Strategic Enrollment Management Plan ■ Student Equity Plan ■ Student Support Programs 	
<p>Methods to Accomplish the Annual Action Plan <i>(include timeline)</i></p>	
<p>The primary scope of the newly formed DPAC subcommittee is to coordinate and assess emerging and existing practices, policies, structures, and programs designed to improve the District’s performance on student retention and persistence metrics. The subcommittee will function as a strategic steering body and provide alignment and support for cross-divisional (instructional and student services) departments, programs, and committees pursuing efforts to improve student retention and persistence. Furthermore, this body will work collaboratively with the Academic Senate Joint Institutional Effectiveness Committee to:</p> <ul style="list-style-type: none"> • investigate factors that create barriers for students’ persistence and retention, particularly for racially minoritized students; • study national and statewide best practices, with a heightened focus on practices that cultivate sense of belonging among our most minoritized students; and • gather and integrate student voice into the planning process. <p>The Student Retention and Persistence DPAC Subcommittee will respond to the framework articulated in the District’s Strategic Enrollment Management (SEM) to guide its work: https://www.smc.edu/administration/planning/documents/sem/sem-plan-2022-2027-final.pdf - pages 40-46).</p> <p>However, the committee’s work will use an equity-minded and race-conscious lens to ensure that all the objectives in the SEM related to retention are specifically designed to address the needs and remove barriers for Black/African American, Latine/x, and other students who experience gaps in the metrics.</p> <p>Lastly, the creation of a new body focused on aligning persistence and retention efforts will ensure the institutional conditions (structure, procedures, culture, climate) needed to successfully implement interventions, strategies, and change to ultimately improve term persistence and retention for students and close the disparities in the two outcomes for racially and other minoritized students.</p> <p>Retention is defined as the proportion of First Time In College students who enrolled in the subsequent academic year after their first year of enrollment. Persistence is distinct from retention and is defined as the proportion of First Time In College students who enrolled in the subsequent semester after their first semester of enrollment.</p>	

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:

Long-Term Outcome

The long-term outcome expected is an overall improvement in our term-to-term persistence, the metric included in the Student Equity Plan, and reduction of gaps in persistence rates for racially minoritized students.

Among first-time in college students whose first term was in 2020-2021 (N = 6,065), 72.1% persisted to their second term. The goal in the plan is to improve the rate to 79.3% by 2025-2026 (goal set in current the Student Equity Plan). This goal represents the rate of the highest performing group in the baseline year (2019-2020; Asian students).

Intermediate Outcomes

Successful implementation of the action plan would result in the following intermediate outcomes:

- Increased understanding of concepts of retention and persistence on campus
- Increased sense of agency and accountability among campus practitioners in personally addressing student retention and persistence
- Improved campus climate and satisfaction among campus practitioners who explicitly implement retention policies, practices, strategies (i.e., quality of professional interactions; perceived quality of working conditions; commitment)
- Increased sense of belonging for students, including for racially minoritized students

Outputs

The following outputs would be evidence that the action plan is completed:

- Stable membership (year-over-year) in the Retention and Persistence DPAC Subcommittee
- At least one inquiry project is implemented that reveal better understanding of why racially minoritized students do not persist or retain or factors that facilitate their persistence/retention
- Braiding of funding (evidence of alignment, coordination)

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:

District Planning and Advisory Council (DPAC)
Meeting schedule 2023-2024
(second and fourth Wednesdays each month at 3 p.m.)

Meeting Date	Topic/Related Reports	Invitees/Responsible Areas
July 12 (Cancelled)		DPAC
July 26	DPAC 2022-2023 Annual Report Report on Master Plan Work Group Mission Statement Task Force	DPAC Jason Beardsley
August 9 (Cancelled)		Jason Beardsley
August 23	Update on Education Master Plan Workgroup DPAC Orientation Year-End Report on 2022-2023 Annual Action Plans DPAC Meetings in-person starting Fall 2023	Jason Beardsley Mike Tuitasi, Jamar London DPAC Mike Tuitasi
September 13	Discussion: Annual Action Plans for 2024-2025 Update: Master Plan for Education Discussion: DPAC Database	DPAC Jason Beardsley DPAC
September 27 Cancelled		
October 11	Continue development of Action Plans for 2024-2025 <ul style="list-style-type: none"> • Program Review Committee • Institutional Effectiveness Committee 	DPAC
October 25 (Cancelled)		
November 8	Continue development of Action Plans for 2024-2025 Update: Master Plan for Education	DPAC Jason Beardsley
November 22	Cancelled	
December 13	Update: Mission and Vision Statement Task Force Update: Strategic Education Plan Discussion: Action Plans for 2024-2025	Mike Tuitasi Jason Beardsley DPAC
January 10, 2024	Update: Mission and Vision Statement Task Force Update: Strategic Education Plan Discussion: Action Plans for 2024-2025	Mike Tuitasi Jason Beardsley DPAC
January 24	Governor's Proposed Budget for 2024-2025 Discussion: Annual Action Plans for 2024-2025	Chris Bonvenuto DPAC
February 14	Commencement 2024 Request for Naming of Student Services Center Update: Mission and Vision Statement Task Force Update: Strategic Education Plan Discussion: Annual Action Plans for 2024-2025	Kiersten Elliott Mike Tuitasi Mike Tuitasi Jason Beardsley DPAC

February 28	Finalize 2024-2025 Action Plans to forward to Senior Staff, Fiscal, and Budget Committee Presentation: Facilities Master Plan	DPAC Don Girard, Charlie Yen, Chris Bonvenuto
March 13	Technology Update Update: Strategic Education Plan	Calvin Madlock Jason Beardsley
March 27	2023-2024 Annual Action Plans Update Guided Pathways Scale of Adoption Assessment	DPAC Maria Muñoz/Guido Delpiccolo
April 10	Cancel (spring break)	
April 24	2023-2024 Annual Action Plans Update Vision for Success/IE Dashboard (IEC Report) Update: Strategic Education Plan	DPAC Hannah Lawler Jason Beardsley
May 8	2023-2024 Annual Action Plans Update	To be scheduled
May 22	Review 2024-2025 Annual Actions Plans with Budget Committee input	DPAC
June 12	Tentative Budget for 2024-2025	Chris Bonvenuto
June 26	Start process for report on 2025-2026 Action Plans	DPAC