



Santa Monica Community College District  
District Planning and Advisory Council  
MEETING –MAY 14, 2025  
AGENDA

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) is scheduled to be held on Wednesday, May 14, 2025 at 3:00 p.m. in the SMC Student Services Center Conference 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: March 26, 2025

V. Reports

VI. Agenda

1. Superintendent's Report

- Response to DPAC recommendation approved on March 26, 2025:  
DPAC approved the *Proposed Guiding Principles for Reductions* and forwards them to Superintendent/President Kathryn E. Jeffery for consideration.  
Dr. Jeffery's response is attached.

- Mission and Vision Statement

**Mission**

Santa Monica College offers robust educational programs and support services that assist students in the development of skills needed to succeed in college, prepare for careers and transfer, and nurture a lifetime commitment to learning. The College provides an inclusive and dynamic learning environment that supports intellectual exploration and helps students achieve their educational goals. As a proud minority-serving institution, the College works to eliminate racial equity gaps and recognizes the critical importance of each individual's contribution, ensuring that each person feels seen, affirmed, and valued.

### **Vision**

Santa Monica College will be a leader and innovator in college transfer, career preparation, upward mobility, and lifelong learning. We will provide an inclusive, equitable, and high-quality education designed to transform the lives of our students, their families, and the community.

### **Values Statement**

As an institution committed to the free exchange of ideas, Santa Monica College will foster its core values: knowledge, intellectual inquiry, research-based planning and evaluation, integrity, accountability, ethical behavior, democratic processes, communication and collaboration, civic engagement, global citizenship, and sustainability.

2. 2025-2026 Annual Action Plan #1 with Budget Committee Input

3. Update: 2024-2025 Annual Action Plan

VII. Adjournment

#### Meeting schedule through June 2025

May 28

June 11, 25

#### Meeting of the Council of Presidents (COP)

The Council of Presidents will discuss the agenda for the DPAC meeting on May 28, 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](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.



Santa Monica Community College District

District Planning and Advisory Council

**RECOMMENDATION APPROVED BY DPAC  
SUBMITTED TO THE SUPERINTENDENT/PRESIDENT  
FOR CONSIDERATION**

| Date of DPAC Meeting | Presentation/Recommendation   | Status   |
|----------------------|---|--|
| March 26, 2025       | <p><u>March 5, 2025</u><br/>The DPAC Budget Subcommittee approved the following recommendation and forwarded it to DPAC for consideration.</p> <p>Proposed Guiding Principles for Reductions (see next page):</p> <p>The Budget Committee made a motion to send the Guiding Principles for Reductions to DPAC for consideration and further recommendation to the Superintendent/President.<br/>Motion: Teresita Rodriguez<br/>Seconded: Jamar London<br/>Ayes: 13<br/>Noes: 0<br/>Abstentions: 0<br/>Motion was approved.</p> <p><u>March 26, 2025</u><br/>DPAC approved the Proposed Guiding Principles for Reductions and forwards them to Superintendent/President Kathryn E. Jeffery for consideration.</p> <p>Motion: Peter Morse<br/>Second: Chris Bonvenuto<br/><i>Unanimously approved</i></p> | <p><input checked="" type="checkbox"/> Approve</p> <p><input type="checkbox"/> Consider</p> <p><input type="checkbox"/> Modify</p> <p><input type="checkbox"/> Not Approve</p> |

**Superintendent's Response:** Approved DPAC's recommendation on the Proposed Guiding Principles for Reductions.

Signed:   
Superintendent/President

Date: April 29, 2025



*Santa Monica Community College District*

**2025-2026 ANNUAL ACTION PLAN**

|   |  |
|---|--|
| <b>ANNUAL ACTION PLAN 1</b><br><br>Develop a Climate Action Plan  | <b>Lead Person:</b><br>Ferris Kavar, Director of Sustainability<br><b>Other Responsible Area(s):</b><br>Sustainability Department,<br>Environmental Affairs Committee,<br>Maintenance and Operations<br>Facilities Planning<br>Procurement<br>Campus Police<br>Events<br>Auxiliary Services<br>Human Resources |
| <b>Map to Institutional Plans</b>   |  |
| <p><input checked="" type="checkbox"/> <a href="#">Board of Trustees Annual Goals 2024-2025 and Ongoing Priorities</a></p> <p><b>Educational Advancement, Quality and Equity</b> 3. Continue to decrease equity gaps,...</p> <p><b>Fiscal Stewardship</b> 6. Reduce the structural budget deficit by \$5,000,000</p> <p><b>Facilities</b> 9. Update and complete the Facilities Master Plan to support the vision for SMC's future</p> <p><b>The Future of the College</b> 1. Develop new programs and partnerships that support the strategic vision &amp; plan for the future</p> <p><b>Student Life</b> 6. Implement initiatives that overcome barriers based on students' financial resources and unmet basic needs.</p> <p><b>Fiscal and Facilities</b> 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.</p> <p><input checked="" type="checkbox"/> <a href="#">Accreditation 2022 Institutional Self-Evaluation Report</a> - "Sustainability is an integral component of all facilities planning."</p> <p><input checked="" type="checkbox"/> <a href="#">2017-2022 Strategic Initiatives</a> <b>Vision:</b> includes "sustainability" as a core value; <b>Mission:</b> students are expected to learn about the "natural environment"; <b>ILO #4</b> • <b>Assume responsibility for their own impact on the earth by living a sustainable and ethical life style; Supporting Goals: Sustainable Physical Environment</b> • Apply sustainable practices to maintain and enhance the College's facilities and infrastructure including grounds, buildings, and technology.</p> <p><input checked="" type="checkbox"/> <a href="#">2023-2024 Program Review Report</a></p> <p>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.</p> <p><input checked="" type="checkbox"/> <a href="#">SMC Campus Master Plan Facilities Conditions Assessment - EQ, Electrical, Plumbing, Mechanical (HVAC)</a></p> <p><input checked="" type="checkbox"/> <b>Other - Chancellor's Vision 2030 goals include:</b> Advance engagement with climate practice: facilities and operations, workforce and curriculum, community engagements and benefits, resource development, SMC's <b>Carbon Neutrality Pledge</b> to be carbon neutral in scope 1, 2, and 3 emissions by 2050 and the <b>BOT Climate &amp; Sustainability Resolution</b>. In addition, 12 laws and 2 City and County goals related to carbon emission and water conservation measures drive these efforts.</p> |  |
| <p>Methods to Accomplish the Annual Action Plan (<i>include timeline</i>)</p> <p>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.</p> <p>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:</p> <ul style="list-style-type: none"><li>• Examination of our own stated goals, as well as the laws and regulations we are bound to.</li><li>• Review of plans and best practices from other community colleges in California and universities in the region.</li><li>• Engaging the following stakeholders: senior staff, students, administrators, faculty, staff, and the community.</li></ul>   |  |

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 | <b>Fiscal/Budget Committee Response</b>  |   |
| Date: February 12, 2025   | Recommendation:  |   |
|   | On April 2, 2025, the Budget Committee reviewed DPAC Annual Action Plan #1 and recommends the Climate Action Plan to DPAC and Dr. Jeffery as presented, for consideration of inclusion in the 2025-2026 District Budget. |   |
| Action Plan Submitted to Superintendent/President                   | Superintendent/President's Response  |   |
| Date  | <input type="checkbox"/> Approved<br><input type="checkbox"/> Consider*<br><input type="checkbox"/> Not Approved*  | <div style="border-bottom: 1px solid black; width: 100%;"></div> Superintendent/President |
|   | <i>*If checked, an explanation will be provided in writing.</i>  | Date:   |



*Santa Monica Community College District*

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

|   |   |  |
|---|---|--|
| <b>ANNUAL ACTION PLAN 1</b><br><br><b>Identify the retention and persistence components of existing college plans and activities (e.g., <i>Strategic Enrollment Management (SEM) Plan, Student Equity Plan, Guided Pathways, Facilities Master Plan, Professional Development, Onboarding</i>), develop recommendations on how to improve coordination of the plans and develop recommendations on how to assess the annual impact of each plan on retention and persistence .</b>  |   | <b>Lead Person:</b><br>Vice-President, Student Affairs<br>Vice-President, Academic Affairs<br><br><b>Other Responsible Area(s):</b><br>Ad Hoc Committee on Retention and Persistence |
| <b>Map to Institutional Plans and Programs</b>  |   |  |
| <ul style="list-style-type: none"> <li>■ Academic Senate Objectives</li> <li>■ <a href="#">Board of Trustees Core Priorities, 2023-2024</a></li> <li>■ <a href="#">Epicenter</a></li> <li>■ <a href="#">Facilities Master Plan</a></li> <li>■ <a href="#">Master Plan for Technology</a></li> <li>■ <a href="#">Professional Development Committee</a></li> <li>■ <a href="#">Redesign of the Student Experience – Guided Pathways</a></li> <li>■ <a href="#">Strategic Education Plan</a></li> <li>■ <a href="#">Strategic Enrollment Management Plan</a></li> <li>■ <a href="#">Student Equity Plan</a></li> <li>■ <a href="#">Student Support Programs</a></li> </ul>                      |   |  |
| <b>Objectives:</b> <ul style="list-style-type: none"> <li>Identify the retention and persistence components of existing college plans and activities (e.g., Strategic Enrollment Management (SEM) Plan, Student Equity Plan, Guided Pathways, Facilities Master Plan, Professional Development, Onboarding, Student Engagement practices).</li> <li>Develop a means for assessment of the implementation and success of each plan or activity.</li> <li>Develop a written report to present to DPAC in Spring 2025 outlining recommendations to improve the coordination of the plans/activities and assessment of the impact of each plan/ activity on retention and persistence.</li> </ul> |   |  |
| <b>Methods to Accomplish the Objectives</b> <ul style="list-style-type: none"> <li>Establish ad hoc committee, with representatives from each constituency group, to complete the objectives of this annual action plan.</li> </ul>   |   |  |
| <b>Status of Action Plan</b>  |   |  |
| Draft Action Plan Reviewed by DPAC and Submitted to Fiscal Services<br><br>Date: February 28 2024   | <b>Fiscal/Budget Committee Response</b><br>Recommendation: There is no fiscal impact<br><br>DPAC Meeting, May 22, 2024: DPAC approved that Annual Action Plan #1 be presented to the Superintendent/President for consideration.                  |  |
| Action Plan Submitted to Superintendent/President<br><br>Date: May 23, 2024   | <b>Superintendent/President's Response</b><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Consider*<br><input type="checkbox"/> Not Approved*<br><br><i>*If checked, an explanation will be provided in writing.</i> | <br>_____<br>Superintendent/President<br><br>Date: May 25, 2024                                  |

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