



Santa Monica Community College District
District Planning and Advisory Council
MEETING –OCTOBER 9, 2024
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, October 9, 2024 at 3:00 p.m. in the SMC Student Services Center Room 396, 1900 Pico Boulevard, Santa Monica. The meeting was also conducted via Zoom to allow for remote participation.

- I. Call to Order – 3:06 p.m.
- II. Members
Mike Tuitasi, Administration, Chair Designee
Jamar London, Academic Senate President, Vice-Chair
Chris Bonvenuto, Management Association Representative
Sasha King, Management Association Representative
Vicenta Arrizon, Academic Senate Representative
Matt Hotsinpiller, Faculty Association Representative
Elaine Roque, Faculty Association Representative
Cindy Ordaz, CSEA President
Kennisha Green, CSEA Representative
David Duncan, Associated Students President
- III. Public Comments - None
- IV. Review of Minutes: September 25, 2024. Motion was made by Vicenta Arrizon and seconded by Elaine Roque to approve the minutes of the DPAC meeting on September 25, 2024.
- V. Reports: DPAC Chair Mike Tuitasi reviewed the DPAC Meeting Ground Rules that have been added to the agenda:
 - Stay on Topic
 - Focus on Issue, not the person
 - Maintain respectful tone
 - Strive for balanced participation
 - Active listening
 - Be open-minded
 - Seek common ground
- VI. Agenda
 1. Update, Education Master Plan: An all campus ideation session was held on September 27, 2024. There were 83 participants (50 percent faculty, 25 percent classified staff and 25 percent managers), and feedback was generally positive. An asynchronous online ideation survey is being deployed to provide an opportunity for others who were not able to participate in person. The work group will summarize and synthesize the feedback in preparation for Phase 2.
 2. Institutional Effectiveness Committee Report: Kristen Lui-Martinez, Chair, and Hannah Lawler, Vice-Chair of the Institutional Effectiveness Committee, presented the report which included the following:
 - Institutional Effectiveness Defined
 - Committee Scope and Functions
 - Institutional Effectiveness Process at SMC
 - Vision Goal Completion in Three Years
 - Predictive/Statistical Model
 - Areas Included in Committee Discussion
 - Proposed Intervention Components

IEC Recommendation

- DPAC assign a responsible party or parties to lead efforts to create intervention to improve three-year Vision Goal Completion rates
- DPAC ensure efforts are race-conscious and focused on closing gaps for Black, Latine/x, multi-racial, and other disproportionately impacted students (i.e., LGBTQIA+, foster youth, veterans, formerly incarcerated, homeless, low-income, undocumented, DSPS, etc.) for Vision Goal completion

Link to: [Institutional Effectiveness Committee Annual Report 2023-2024](#)

Link to: [IEC Presentation](#)

3. Discussion - Annual Action Plans for 2025-2026. DPAC discussed the IEC recommendation above and the following key findings of the Program Review Report to identify potential Annual Action Plans for 2025-2026.

- Data-Informed Scheduling
- Districtwide Sustainability Culture and Initiatives
- Districtwide Safety Culture. Mike Tuitasi will meet with Chief Johnnie Adams, Captain Kevin Kilgore and Daniel Phillips to develop a draft 2025-2026 Annual Action Plan to be presented at the next DPAC meeting.

Discussion of potential 2025-2026 Annual Action Plans will continue at the next DPAC meeting.

VII. Adjournment – 4:55 p.m.

Meeting schedule through June 2025

2024

October 23

November 13

December 11

2025

January 8, 22

February 12, 26

March 12, 26

April 9, 23

May 14, 28

June 11, 25