



Santa Monica Community College District
District Planning and Advisory Council
DECEMBER 13, 2023
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, December 13, 2023. This meeting was conducted in person in the SMC Student Services Building Room 396 and via Zoom Conference.

I. Call to Order -3:42 p.m.

II. Members Present

Mike Tuitasi, Administration, Chair

Jamar London, Academic Senate President, Vice-Chair

Jason Beardsley, Administration Representative

Chris Bonvenuto, Management Association Representative

Sasha King, Management Association Representative

Steph Anderson, Academic Senate Representative

Peter Morse, Faculty Association President

Cindy Ordaz, CSEA President

Martha Romano, CSEA Representative

III. Minutes of the DPAC meeting on November 8, 2023: Motion was made by Chris Bonvenuto and seconded by Elaine Roque to approve the minutes. *Unanimously approved.*

IV. Public Comments – None

V. Reports

VI. Superintendent/President's Response to DPAC Recommendation – None

VII. Agenda

1. Update: Mission and Vision Statement Taskforce

The membership of the Taskforce consists of Mike Tuitasi, Maria Muñoz, Silvana Carrion, Dennis Biddle, Matthew Hotsinpillar, Ashanti Blaize, Ciaran Brewster, Carla Alvarado, Janet Kleinman (first meeting) and Cecilia Jeong. The Institutional Research Team (Dr. Hannah Lawler and her team) has provided support.

The Task Force decided to start fresh instead of adding to the existing mission statement. It will look at the college goals and priorities and how the college has provided support services and academic resources over the past six years.

There were ten imaging sessions held in October and November where information was gathered from the college community, including students, faculty, classified professionals and managers. Four different prompts were presented in each of the sessions to which staff provided input. An online survey was also created to solicit additional input.

The top 15 values that resonated were accountability, community collaboration, integrity, authenticity, compassion, growth, respect, inclusion, learning, kindness, state equity, excellence and teamwork. All themes and information gathered from those meetings will be compiled, and two or three Task Force members will draft a statement to present to the group for review in January. A final draft will be circulated to the college community and constituents for additional feedback. It is hoped that a final version will be ready in March to be presented to the Board of Trustees for approval at its April meeting.

2. Update: Strategic Education Plan

The Strategic Education Plan (SEP) Workgroup is guiding the district's development of its next Strategic Education Plan. Supported by the consultancy Kennedy & Co., the SEP Workgroup is gathering ideas and perspectives from members of the SMC campus community through interviews and a survey available on the SEP website. Additional, in-person engagement with faculty, staff, and managers is planned for the spring 2024 term.

The update included the following recent developments:

- [SEP Website](#)
- Campus [Survey](#)
- Kennedy & Co. Report – “Discovery Insights and Program Demand”
- Timeline

Link to: [SEP Presentation](#)

3. Discussion: Annual Action Plans for 2024-2025

The Academic Senate recently approved a resolution to urge DPAC to recommend the revision of the SEM plan by Fall 2024 so it identifies a path to reach and surpass the Hold Harmless Goal with aspirational benchmarks to return the College to enrollment levels that pay for growth and to articulate accountability as to how and by whom the plan will be implemented.

Vice-President of Enrollment Development Teresita Rodriguez responded by indicating that the Strategic Enrollment Management (SEM) Plan seeks to clearly articulate goals and strategies designed to maximize student enrollment and student success. The annual targets are based on current trends. However, the college aims to re-grow as quickly as feasible and the “Hold Harmless Goal” is the ultimate target (see page 8 of the [Strategic Enrollment Management \(SEM\) Plan](#)). It also indicates that every year the strategies are implemented and evaluated, the trends will be updated and new goals will be set for the coming year. There is nothing in the plan nor in the planning that limits how quickly the college would grow; the goal is to try to get there as quickly as possible.

After some discussion, it was suggested that an annual action plan be developed to support efforts to re-engage and retain students. Mike Tuitasi will draft an annual action plan to present at the next DPAC meeting.

VIII. Adjournment – 5:28 p.m.

Meeting schedule for 2023-2024 (second and fourth Wednesdays each month at 3 p.m.)

January 10, 24, 2024

February 14, 28

March 13, 27

April 10, 24

May 8, 22

June 12, 26