



Santa Monica Community College District
District Planning and Advisory Council
FEBRUARY 14, 2024
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, February 14, 2024. This meeting was conducted in person in the SMC Student Services Building Room 396 and via Zoom Conference.

- I. Call to Order -3:08 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
 - Lisa Rose 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. Minutes of the DPAC meeting on January 24, 2024: Motion was made by Martha Romano and seconded by Peter Morse to approve the minutes. *Unanimously approved.*
- IV. Public Comments – None
- V. Reports - None
- VI. Superintendent/President’s Response to DPAC Recommendation – None
- VII. Agenda
 1. Commencement 2024: Dean of Enrollment Services Esau Tovar and Dean of Community and Academic Relations Kiersten Elliott presented the following suggestions for changing the commencement ceremony this year to be held on June 11, 2024:
 - Start at 4 p.m. instead of 5 p.m. partially to reduce the funds spent on overtime pay.
 - Remove the outside commencement speaker portion of the program and instead include more culturally relevant, inclusive and student-focused activities.They will be soliciting feedback from the various college constituencies. Associated Students President Cecilia Jeong will present the concept to the A.S. Board and report back to DPAC.

2. Request for Naming of Student Services Center:

Dr. Tyffany Dowd, Interim Dean of Counseling, presented a proposal on behalf of a committee consisting of several current and retired SMC staff to name the Student Services Center after Dr. Robert Adams in honor of his 30 years of service to Santa Monica College, his advocacy for the Student Services Center, creation of the SMC Welcome Center, laying the foundation for the SMC Counseling Department and special counseling programs, and being instrumental in securing SMC's Hispanic Serving Institution status.

Link to: [Robert Adams Proposal Presentation](#)

The proposal was previously submitted to Superintendent/President Kathryn Jeffery to name the Student Services Center in honor of Dr. Robert Adams, former SMC Vice-President of Student Affairs. Dr. Jeffery reviewed the Board Policy on Naming of College Facilities and realized that there is not a corresponding Administrative Regulation that describes a request process and criteria for consideration. The current process for naming buildings and rooms is connected to SMC Foundation in recognition of a sizeable donation. It was reported that an Administrative Regulation on Naming of Facilities is being developed.

Following her meeting with the proposal committee, Dr. Jeffery requested that DPAC consider the proposal and make a recommendation to her.

Motion was made by Peter Morse and seconded by Elaine Roque that DPAC recommend to the Superintendent/President to move forward with the process to name the Student Services Center in honor of Dr. Robert Adams. *Unanimously approved.*

3. Update: Mission and Vision Statement Task Force. A draft of a new Vision and Mission Statement has been sent out to the Task Force members for review and input. They will meet on March 7th to discuss and edit, if needed. It will then be circulated to the college community for additional input and finalized for presentation to the Board of Trustees at its meeting in April.

4. Update: Strategic Plan for Education

Consultants Kennedy and Company is working with the College to create a long range education plan through 2023-2033 and identify the key planning element and parameters for long-term development. They conducted a legacy program analysis that provided an opportunity to look at SMC's current inventory of programs in relation to regional market trends and to do a gap and opportunity analyses.

The deliverable, or tasks started with basic demographic and fact gathering, market and demographic analysis and academic portfolio analysis.

Link to Presentation: [Strategic Plan for Education](#)

5. Discussion: Annual Action Plans for 2024-2025

A new draft of 2024-2025 Annual Action Plan was presented to DPAC for discussion:

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.

There was concern that the formation of a subcommittee of DPAC to focus on improving student retention and persistence outcomes would duplicate/overlap efforts already occurring in other areas; e.g. Guided Pathways, Enrollment Development. After some discussion, it was suggested that an ad hoc committee of DPAC be formed to identify college-wide plans and activities to increase student persistence and retention, and schedule regular updates to DPAC by representatives of those groups doing the work. . Another draft of the revised AAP will be presented for review and discussion at the next DPAC meeting.

VIII. Adjournment – 4:58 p.m.

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

February 28

March 13, 27

April 10, 24

May 8, 22

June 12, 26