



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

I. Call to Order -3:08 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

Steph Anderson, Academic Senate Representative

Elaine Roque, Faculty Association Representative

Cindy Ordaz, CSEA President

Martha Romano, CSEA Representative

III. Minutes of the DPAC meeting on August 23, 2023: Motion was made by Cindy Ordaz 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. Discussion: Annual Action Plans for 2024-2025. This initial discussion for developing Annual Actions Plans for 2024-2025 included the following suggestions and comments:

- Link Program Review and IEC into the planning process. Look at themes/trends that rise to the institutional level
- Annual Action plans should be data driven, other individual programs requests should go through the PBAR process
- Consider other current college initiatives
- Refer to the [Strategic Planning and Facilitation Report, 2017-2022](#)

Motion was made by Chris Bonvenuto and seconded by Jason Beardsley to ask the DPAC Council of Presidents to invite the Program Review and Institutional Research Committee teams to attend a DPAC meeting to provide updates and data to help DPAC in planning and developing Annual Action Plans.

The deadline for finalizing 2024-2025 AAPs is December 13,2023

2. Update: Master Plan for Education

- Membership Update
- Planning Framework Sketches

Link to: [MPE Update](#)

3. Discussion: DPAC Database. This discussion centered around the request that a centralized data base be created so that DPAC documents and other planning documents can be efficiently accessed. There was agreement that a centralized repository of planning documents would be helpful. The responsibility of overseeing this type of project would need to fall under a lead administrator for planning and development to gather the information and who has a staff to input the data. That position does currently not exist. It was reported that the Superintendent/President is in the process of reviewing the senior administrative positions, responsibilities and structure, and she is aware of the need for an administrative lead for planning at the college.

VIII. Adjournment – 4:50 p.m.

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

September 27 (cancelled)	March 13, 27
October 11, 25	April 10, 24
November 8, 22 (cancel?)	May 8, 22
December 13	June 12, 26
January 10, 24, 2024	
February 14, 28	

