



Santa Monica Community College District

REPORT ON 2023-2024 ANNUAL ACTION PLANS

<p>ANNUAL ACTION PLAN 1</p> <p>Develop a Strategic Education Plan, 2024-2029</p>		<p>Lead Person: Superintendent/President Vice-President, Academic Affairs</p> <p>Other Responsible Area(s): Senior Staff Academic Senate Work Group</p>
<p><input type="checkbox"/> Completed</p> <p>and/or</p> <p><input checked="" type="checkbox"/> Ongoing/Institutionalized</p>	<p><input type="checkbox"/> Not completed.</p> <p><input type="checkbox"/> Substantially completed</p> <p><input type="checkbox"/> Other (include reason if checked)</p>	
<p>Summary:</p> <p>Work on SMC’s education master plan became a 2022-2023 DPAC Annual Action Plan initiated by former Vice-President of Academic Affairs Bradley Lane. In 2022, the education master plan initiative was transferred to Vice President of Academic Affairs Jason Beardsley, who restarted the process of hiring a consultancy to guide SMC through the development process. The Kennedy & Company firm was approved by DPAC and retained by SMC in the spring of 2023, and the master plan development process was formally kicked off in the fall of 2023. An inclusive central planning group worked closely with Kennedy & Company to gather input from a broad range of essential stakeholders within Santa Monica College as well as in the surrounding community and workforce.</p> <p>A primary goal of the plan was to develop a strategic, coherent and holistic account of education program and service development opportunities for Santa Monica College that will provide a stable and prosperous footing over a 5 to 10-year period.</p> <p>Strategic Education Plan Website</p> <p>Updates were provided at DPAC meeting during 2023-2024. Following are links to minutes of the DPAC meetings at which updates were provided.</p> <ul style="list-style-type: none"> • August 23, 2023 • September 13, 2023 • November 8, 2023 • December 13, 2023 • February 14, 2024 • March 13, 2024 • May 22, 2024 <p>The Kennedy & Company Final Report was published in May 2024.</p> <p>A workshop on the Strategic Plan for Education will be included in the Fall 2024 Professional Development Day and opportunities for feedback from the college community will be provided.</p>		

2023-2024 Budget Information

Allocated: \$185,000

Funding Source: Unrestricted Fund – One time

Expended: \$145,080

Balance Left: \$39,920

DPAC RECOMMENDATION:

DATE:



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<p>ANNUAL ACTION PLAN 2</p> <p>Relaunch “The Center” to be a learning and professional development center for all employee groups.</p>		<p>Lead Person: Dean of Equity, Pathways and Inclusion Human Resources Professional Development Coordinator</p> <p>Responsible Area(s): Human Resources Academic Senate CSEA Management Association</p>
<input type="checkbox"/> Completed and/or <input checked="" type="checkbox"/> Ongoing/Institutionalized	<input type="checkbox"/> Not completed. <input type="checkbox"/> Substantially completed <input type="checkbox"/> Other (include reason if checked)	
<p>The EpiCenter supports the equity mission of SMC and the Vision for Success through coordination and facilitation of professional learning and growth opportunities grounded in the principles of equity-mindedness. By offering a variety of opportunities tailored to the needs of all employees, the EpiCenter strives to be the center of growth, development, and professional excellence for all while also cultivating community and joy in our daily work.</p> <p>The vision of the EpiCenter is grounded in a shared leadership model. The EpiCenter believes that each employee group knows its professional development and training needs, and leaders from each group should be more accessible and responsible to the requests of their constituent group. The EpiCenter leads team consists of:</p> <ul style="list-style-type: none"> ● 2 Faculty co-leads: Lea Hald & Jessica Krug ● 2 Classified professional co-leads: Erin O'Neill & Amanda Delatorre ● 2 Management co-leads: Silvana Carrion & Kiersten Elliott ● PD Coordinator <p>The faculty, classified and managers positions will rotate, giving many employees leadership opportunities. The PD coordinator will be the lead support person for the employee group leads.</p> <p>Progress-to-date</p> <ul style="list-style-type: none"> ● In the process of hiring an AAI to support the EpiCenter and biannual professional development days <ul style="list-style-type: none"> ○ Permanent AAI resigned February 2024 ○ Hired temp AAI, Start date May 15, 2024 ○ Hiring Perm AAI May 2024 ● In the process of hiring an permanent PD Coordinator <ul style="list-style-type: none"> ○ Permanent PD coordinator resigned June 2023 ○ WOC/Temp hired from November 2023 – April 2024 ○ Permanent PD Coordinator hired, start date May 13, 2024 ● New EpiCenter protocols and processes being developed based on community feedback ● Equity-focused conference funding available for all employees ● Comprehensive 5 year Professional Development Plan completed <ul style="list-style-type: none"> ○ Board of Trustees and Academic Senate presentations 		

- EpiCenter overhaul nearly complete!
 - Main room complete – new multi-media system installed
 - Expansion into adjoining room in progress - new devices & furniture requisitioned
- Supporting equity-minded PD
 - Beyond Safe Zone
 - Anti-Semitism & Islamophobia workshops
 - Conflict Resolution and Harassment workshops with Dr. Nina Flores
 - EGC
 - NFI
 - Allied Path equity PD for classified professionals and managers
- EpiCenter website live, revised version coming soon!
 - PD Master calendar now available through [EpiCenter website](#)
- Faculty office hours for new faculty institute participants
- Supporting the work of the PDC and CPDC during biannual professional development days via logistics

Coming Soon:

The EpiCenter serves as a one-stop shop for PD for all employee groups on campus. We're looking forward to bringing an increased number of original PD events from within the EpiCenter and all over campus, including:

- EpiCenter Open Houses
- Academic Freedom/Freedom of Speech workshop series - Fall 2024
- Dr. Leticia Britos Cavagnaro – Experiments in Reflection (Design Thinking)
- Supporting Students with ADHD workshop
- Additional Training and Development series are being developed for 24-25
 - Based on community feedback, survey data, and employee needs
- CPEC Trainers will begin building for cohort 2

Report at DPAC Meeting, May 8, 2024

Link to: [EpiCenter Presentation](#)

2023-2024 Budget Information

Restricted Fund 01.3 (SEAP)

Budget	\$321,250.00
Spent/Encumbered	\$134,005.69
Remaining	\$183,444.31

Unrestricted Fund 01.0

Budget	\$334,257.00
Spent/Encumbered	\$251,196.27
Remaining	\$83,060.73
Remaining (minus salaries)	\$5,387.77

Totals

Total Budget	\$655,507.00
Spent/Encumbered	\$385,201.96
Remaining	\$266,505.04

DPAC RECOMMENDATION:

DATE: