



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – JUNE 14, 2017**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **June 14, 2017** at Santa Monica College, Drescher Hall 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order – 3:05 p.m.

II. Members Present

Georgia Lorenz, Administration, Chair Designee  
Katharine Muller, Administration Representative  
Mitra Moassessi, Academic Senate Representative  
Chris Bonvenuto, Management Association President  
Lisa Rose, Management Association Representative  
Katharine Muller, Management Association Representative  
Peter Morse, Faculty Association President  
Martha Romano, CSEA Representative

Others Present

Hannah Lawler  
Elisa Meyer  
Lee Peterson

III. Motion made by Peter Morse, seconded by Mitra Moassessi to approve the minutes of the DPAC meeting on May 31, 2017.

V. Agenda

*Public Comments - None*

A. Election of DPAC Vice-Chair for 2017-2018: Motion was made by Mitra Moassessi and seconded by Katharine Muller to elect **Nate Donahue** as DPAC Vice-Chair for 2017-2018, effective June 28, 2017. *Unanimously approved.*

B. Recommendation from Budget Planning Subcommittee: The following motion was unanimously approved at the Budget Planning Subcommittee meeting on June 7, 2017.

In support of the Board goal to save money through attrition, the Budget Committee recommends to DPAC that the District investigate offering retirement incentives to all employee groups beginning as early as December 2017.

Motion was made by Mitra Moassessi and seconded by Howard Stahl that DPAC accept the recommendation approved by the Budget Planning Subcommittee on June 7, 2017 and forward it to the Superintendent/President for consideration. *There was consensus on the motion.*

C. Institutional Effectiveness Committee Report: Elisa Meyer and Hannah Lawler, Chair and Vice-Chair of the Institutional Effectiveness Committee, presented the report highlighting significant data trends, observations, and recommendations of the Institutional Effectiveness Committee, 2016-2017. The report included the following topics:

- Review and Revision of the Scope of the Committee
- Committee Objectives for the 2016-2017 Academic Year
- Review of the IE Dashboards
- Recommendations of the IE Committee

Motion was made by Katharine Muller and seconded by Peter Morse to accept the Institutional Effectiveness Committee Report. *Unanimously accepted.*

The recommendations in the report will be considered during the development of the MPE 2017-2018 institutional objectives.

D. Strategic Initiatives, 2017-2022 (attached): These initiatives will drive the Master Plan for Education institutional objectives for the next five years.

Motion was made by Howard Stahl and seconded by Martha Romano to accept the Strategic Initiatives, 2017-2022. *Unanimously accepted.*

E. Vision/Mission Statement: DPAC reviewed the Mission Statement and made revisions in text to improve clarity and style, but not content.

Santa Monica College provides a safe, inclusive, and dynamic learning environment that encourages personal and intellectual exploration – one that challenges and supports students in achieving their educational goals. Students learn to contribute to the local and global community as they develop an understanding of their relationship to diverse social, cultural, political, economic, technological, and natural environments. The College recognizes that each individual makes a critical contribution to the achievement of this mission.

Santa Monica College's academic programs and support services are intended to serve diverse individuals from ~~the~~ local, national, and global communities who are seeking high-quality, affordable undergraduate education. The College offers certificates, Associate degrees ~~and certificates~~, a baccalaureate degree, and streamlined pathways for transfer to university and for career training. The College promotes a commitment to life-long learning among students and the communities it serves.

Motion was made by Chris Bonvenuto and seconded by Mitra Moassessi to adopt the Mission Statement as revised. *Unanimously adopted.*

The revised Mission Statement will be submitted to the Board of Trustees for approval at its July meeting.

VI. Adjournment: 4:00 p.m.

Meeting schedule through June, 2016 (second and fourth Wednesdays each month at 3 p.m.)

2016-2017

June 28

2017-2018

July 12, 26, 2017

August 9, 23

September 13, 27

October 11, 25

November 8, 22

December 13

January 10, 24, 2018

February 14, 28

March 14, 28

April 11, 25

May 9, 23

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the June 28, 2017 DPAC meeting.

Reports

- a. DPAC Planning Subcommittees
- b. Academic Senate Joint Committees
- c. Strategic Planning Update
- d. Response from Superintendent/President on DPAC recommendation, if any

Agenda

1. Master Plan for Education Update: Possible Institutional Objectives
  - a. Institutional Effectiveness Committee Report, 2016-2017
  - b. Strategic Initiatives

**Santa Monica College**  
**2017-2022 Strategic Initiatives and Objectives**

Final Version Developed by the Strategic Planning Task Force May 24, 2017

**In pursuing the following Strategic Initiatives, Santa Monica College will apply its ability to be number one in transfer and international students' success to also excel in student equity, guided pathways, and Career Technical Education.**

**Close the gaps in educational outcomes among student groups.**

- Analyze best practices for achieving equity in education outcomes.
- Integrate and implement student success and equity plans with assigned responsibilities, benchmarks, and timelines.
- Increase student financial literacy.
- Maintain an innovative, responsive, and inclusive academic environment, curricular programs, learning strategies, and services.
- Increase the number of students who complete and succeed in all courses.
- Increase the persistence, completion, and success in all courses for African-American and Latino/a/x students and other groups experiencing equity gaps.
- Increase the persistence in and completion through the English and math sequences for African-American and Latino/a/x students and other groups experiencing equity gaps.
- Increase the overall number of degrees and certificates awarded for African-American and Latino/a/x students and other groups experiencing equity gaps.
- Increase the overall number of transfer applications for African-American and Latino/a/x students and other groups experiencing equity gaps.
- Increase the number and percentage of full-time instructional and non-instructional faculty from diverse backgrounds.

**Expand Santa Monica College's identity by enhancing and diversifying educational and career opportunities and pathways for students.**

- Develop clear pathways to completion for all programs. Expand Career and Technical Education by enhancing and developing programs that meet the current and future needs of local and regional industry and business.
- Develop an educational master plan to describe future programs and services and to guide enrollment management, human resources, technology, and assessment.
- Analyze the local and regional labor market needs and trends, including those of "Silicon Beach."
- Expand targeted marketing and communication to prospective students.
- Improve communication, engagement and partnerships with external stakeholders, including business, industry, and local agencies.

**Foster institutional effectiveness and innovation by improving long-term and integrated planning linked to resource allocation.**

- Streamline, clarify, and communicate the integrated college planning structure.
- Develop and implement an effective enrollment management plan.
- Analyze the current governance structure and charges, specifically DPAC.
- Improve the program review process to better utilize results.
- Improve internal communication (for staff and students).

**Develop a human resource plan which supports student success by achieving benchmark levels of full-time faculty, classified staff, and administrators.**

- Create staffing plans for facilities, technology, and support programs.
- Increase the number and percentage of full-time instructional and non-instructional faculty.

**Improve facilities and technology infrastructure, integration and staffing.**

- Develop a college technology plan that includes resource needs for implementation.
- Analyze and improve existing facilities.
- Enhance the 17<sup>th</sup> Street entrance to the College.

**Assure an effective and dynamic college by ensuring long-term fiscal stability.**

- Develop college budget priorities.
- Develop a college resource allocation model within the integrated planning structure.
- Advocate for additional ongoing State resources in support of the college.
- Influence State policies that impact California community colleges.