A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **December 12, 2018** 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
    Teresita Rodriguez, Administration, Chair Designee
    Mike Tuitasi, Administration Representative
    Eve Adler, Management Association President
    Erica LeBlanc, Management Association Representative
    Peter Morse, Faculty Association President
    Tracey Ellis, Faculty Association Representative
    Martha Romano, CSEA Interim President
    Isabel Rodriguez, Associated Students President
    Itzchak Maghen, Associated Students Representative

    Others Present
    Chris Bonvenuto
    Matt Hottsinpiller
    Elisa Meyer
    Lee Peterson

III. Review of Minutes, November 28, 2018: Motion was made by Itzchak Maghen and seconded by Mike Tuitasi to approve the minutes of the DPAC meeting of November 28, 2018. *Unanimously approved.*

IV. Superintendent/President's Response to DPAC Recommendations.

    Peter Morse contacted Superintendent/President Kathryn Jeffery following the DPAC meeting on November 28th and expressed concerns about her revision to Action Plan 10. He offered couple of suggested revisions for her consideration, and Dr. Jeffery has accepted the following:

    Action Plan 10
    Consider the 75-25 full-time hiring recommendations created by the 75-25 task force and approved by DPAC with the intent to make progress in increasing the percentage of full-time faculty and assess progress made toward the 75-25 benchmark.

    With this revision, the 2018-2019 Action Plans are final and the Annual Strategic Planning Report will be completed.

V.   Agenda

1. Local District goal setting 2018-2019 required by the Chancellor's Office: Elisa Meyer, Chair of the Academic Senate Joint Institutional Effectiveness Committee, reported that the Committee is setting the metrics and goals to align the District with the Chancellor's Vision for Success and Student Centered Funding Formula. Each district needs to report to the Chancellor's Office of its local plans to meet the following goals of the Vision for Success:

   - Goal 1 – Completion: Increase by at least 20 percent the number of CCC students annual who acquire associate degrees, credentials, certificates, or specific job skill sets that prepare them for in-demand jobs by 2021-22.

   - Goal 2 – Transfer: Increase by 35 percent the number of CCC students transferring annually to a UC or CSI by 2021-22.

   - Goal 3 – Unit Accumulation: Decrease the number of units accumulated by CCC students earning associate degrees, from an average of approximately 87 units to an average of 79 units by 2021-22.

   - Goal 4 – Workforce: Increase the percent of exiting CTE students who report being employed in their field of study, from the most recent statewide average of 60% to 76% by 2021-22.

   - Goal 5 – Equity: Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps by 40 percent by 2021-22 and fully closing those achievement gaps for good by 2026-27.

   Following is a timeline leading toward SMC's adoption and report of local goals:

   - November-December 2018: Review baseline data and report goals development process. The 2015-2016 cohort will be used as the baseline data.

   - December 15, 2018: The District submits to the Chancellor's Office its process for creating a plan.

   - January 2019: Review existing plans and priorities

   - February-April 2019: Set local goals which will include community dialog about college priorities and working with District leadership to set measurable goals using indicators from the Student Success Metrics.

   - May 2019: Board of Trustees approval of Local Goals and submission to Chancellor's Office.

1. Schedule of Topics for DPAC Meetings, 2018-2019: The draft schedule includes reports to be provided by groups working on the 2018-2019 Action Plans. Budget reports and other updates will be included on the schedule, as needed. The schedule may be revised to reflect a different process for developing annual action plans to provide for timely input by the Budget Planning Subcommittee (BPS).

2. Budget process related to DPAC and Annual Action Plans: Chris Bonvenuto, Chief Director, Business Services, assured DPAC that annual action plans are integrated into the budget. However, the integration of budgeting with the action plans is on the back end, instead of earlier in the process. When the annual action plans are developed by DPAC, the staff charged with the planning look at their budgets and request budget increases, if needed. In order for the budget process to be earlier, the schedule for developing annual action plans needs to be moved up. The process should start in the fall so that proposed action plans can be forwarded to the Budget Planning Subcommittee in January. Following the BPS review, the action plans with input from the BPS would be returned to DPAC for review/approval and forwarded to the Superintendent/President for consideration. Action plans that are approved would then be included in the budget planning process in time for development of the tentative budget to be approved in June. It was suggested that the current action plans be reviewed to determine which ones can be continued in 2019-2020 and that 2018-2019 be considered a transition year for revising the schedule.

VI.   Adjournment: 4:31 p.m.

Meeting schedule through June 2019 (second and fourth Wednesdays each month at 3 p.m.)

2019
January 23,
February 13, 27
March 13, 27
April 10, 24
May 8, 22
June 12, 26
July 10, 24
August 14, 28
September 11, 25
October 9, 23
November 13, 27
December 11

The agenda for the next DPAC meeting on January 23, 2019 will include the following:

1. Review 2018-2019 Action Plans to determine which ones should continue in 2019-2020

2. Draft Schedule of Meetings/Transition to new schedule for developing Annual Action Plans

3. Review Response Form, specifically to include documentation of what happens to an action plan that is not completed