



A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, February 13, 2019 at 3:00 p.m. at Santa Monica College Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order -3:03 p.m.

II. Members Present

Teresita Rodriguez, Administration, Chair Designee
Nate Donahue, Academic Senate President, Vice-Chair
Mike Tuitasi, Administration Representative
Eve Adler, Management Association President
Erica LeBlanc, Management Association Representative
Mitra Moassessi, Academic Senate Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Cindy Ordaz, CSEA Representative
Dee Upshaw, CSEA Representative
Isabel Rodriguez, Associated Students President
Itzchak Maghen, Associated Student Representative

Others Present

Guido Del Piccolo
Marc Drescher
Matt Hotsinpiller
Maria Munoz

III. Review of Minutes: Motion was made by Mitra Moassessi and seconded by Itschak Maghen to approve the minutes of January 23, 2019. Unanimously approved with two abstentions (Cindy Ordaz and Dee Upshaw)

IV. Reports - None

V. Superintendent/President's Response to DPAC Recommendations - None

VI. Agenda

Public Comments - None

1. Update on 2018-2019 action plans and discussion of possible action plans for 2019-2020

Pathways Group: Guido Del Piccolo and Maria Munoz presented a status report on 2018-2019 Action Plans #1, #2, #3 and #4.

- Action Plan #1: This is in process and will continue into 2019-2020.
- Action Plan #2: This is underway and will continue into 2019-2020 with a focus on marketing, communication and implementation.
- Action Plan #3: This will continue into 2019-2020 with the design of a care team for the delivery of counseling services
- Action Plan #4: This will continue into 2019-2020.

Marc Drescher reported on the status of Action Plan #7.

- Action Plan #7: This will be completed in 2018-2019. A new action plan will be developed relating to the implementation of the five-year technology master plan.

2. DPAC reviewed the revised Schedule of Meetings. Activities and reports will be added and revised as needed during the year.
 3. The Action Plan Response form to be used for responses to 2018-2019 action plans was revised.
 4. A Strategic Planning Workflow Calendar developed by Peter Morse was distributed and reviewed. It shows clear steps for the development of the Annual Strategic Planning Report through 2021-2022.
- VII. Adjournment – 4:30 p.m.

Meeting schedule through June 2019 (second and fourth Wednesdays each month at 3 p.m.)
2019
February 27
March 13, 27
April 24
May 8, 22
June 12, 26

**2018-2019 ACTION PLANS TO SUPPORT THE
INSTITUTIONAL STRATEGIC INITIATIVES AND OBJECTIVES**

Action Plan	Description	Responsible Area
Action Plan 1	<p>Develop a comprehensive 3-5 year timeline for implementation of the Redesigning Student Experience efforts spanning the next 3-5 years.</p> <p><i>Continue in 2019-2020</i></p>	<p>Academic Affairs</p> <p>Integrated Redesign Team (IRT) (<i>combined Redesigning the Student Experience Team and Student Equity and Achievement Program</i>)</p> <p>Academic Senate</p>
Action Plan 2	<p>Finalize SMC “meta majors” and secure Academic Senate approval of them.</p> <p><i>Will be completed in 2018-2019</i></p> <p><i>A new action plan will be developed to include marketing, communication and implementation.</i></p>	<p>Academic Affairs</p> <p>Integrated Redesign Team (IRT)</p> <p>Academic Senate</p>
Action Plan 3	<p>Evaluate alternatives for delivery of student services to reach non-traditional students and redesign existing programs to include intentional components of the redesigned experience intended to eliminate the equity gap.</p> <p><i>Continue in 2019-2020</i></p>	<p>Academic Affairs</p> <p>Student Affairs</p> <p>Enrollment Development</p> <p>Integrated Redesign Team (IRT)</p> <p>Academic Senate</p>
Action Plan 4	<p>Develop 50 program maps that are built in reference to the skills and knowledge needed for success in employment and/or further education.</p> <p><i>Continue in 2018-2019</i></p>	<p>Academic Affairs</p> <p>Integrated Redesign Team (IRT)</p> <p>Academic Senate</p> <p>Counseling</p>
Action Plan 5	<p>Complete the Facilities Master Plan (will continue into 2019-2020).</p> <p><i>Continue in 2019-2020</i></p>	<p>Facilities Department</p> <p>Executive Vice-President</p>

Action Plan 6	<p>Conduct an assessment of custodial operations and implement recommendations.</p> <p><i>Will be completed in 2018-2019</i></p>	<p>Facilities Management</p> <p>Executive Vice-President</p>
Action Plan 7	<p>Pursue the IEPI Grant to provide funding for an external consulting group to assess and provide SMC with a five-year comprehensive technology plan.</p> <p><i>Will be completed in 2018-2019.</i></p> <p><i>A new action plan will be developed to begin implementation of the five-year comprehensive technology plan.</i></p>	<p>Information Technology</p> <p>Technology Planning Subcommittee</p> <p>Academic Senate</p>
Action Plan 8	<p>Develop recommendations for restructuring DPAC for implementation during 2018-2019.</p> <p><i>To be completed in 2018-2019</i></p>	<p>DPAC</p> <p>Superintendent/President</p>
Action Plan 9	<p>Develop strategies and mechanisms to maximize new funding formula metrics.</p> <p><i>Continue in 2019-2020</i></p>	<p>Academic Senate</p> <p>Enrollment Development</p> <p>Fiscal</p> <p>Information Technology</p> <p>SEAP (Student Equity and Achievement Program)</p> <p>Superintendent/President</p>
Action Plan 10	<p>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.</p> <p><i>Continue in some form in 2019-2020</i></p>	<p>Academic Senate</p> <p>Budget Committee</p> <p>Fiscal Services</p> <p>Superintendent/President</p>

Proposed - DRAFT

District Planning and Advisory Council (DPAC)
Meeting schedule through December 2019
(second and fourth Wednesdays each month at 3 p.m.)

Meeting Date	Topic	Related to:	Invitees/Responsible Areas
December 12, 2018	Local Goals Alignment with Vision for Success	Chancellor's Office Vision for Success	Institutional Effectiveness Committee
January 23	DPAC Restructure	Action Plan 8	DPAC
February 13	Pathways Update	Action Plans 1, 2, 3,4	Guido David DelPicolò Maria Munoz Irena Zugic
	Technology	Action Plan 7	Marc Drescher
February 27	Custodial Operations Update (<i>written report</i>)	Action Plan 6	Elaine Polachek Devin Starnes
	<u>Revisions</u> AR 2515 BP 3250 AR 3250		Teresita Rodriguez Lisa Rose
March 13	Promise Update	Action Plan 9	Teresita Rodriguez
	DPAC Restructure <ul style="list-style-type: none"> Schedule of Meetings 		Invite Chris Bonvenuto (related to proposed action plans and budget schedule)
March 27	Student Equity Plan/ SEAP	Actions plans 1,3, 9	Melanie Bocanegra Esau Tovar DeeDee Carter Maral Hyeler
April 10 CANCEL	Responses to 2018-2019 Action Plans	Distribute forms	Lisa Rose
April 24	Facilities Master Plan	Action Plan 5	Charlie Yen
	Student Services Building Update		
May 8	Technology	Action Plan 7	Marc Drescher
	<u>Annual Strategic Planning Report:</u> Responses to 2018-2019 Action Plans Develop Action Plans for 2019-2020	Refer to Strategic Initiatives to develop new Action Plans for 2019-2020	DPAC
May 22	Pathways Update	Action Plans 1, 2, 3,4	Guido David DelPicolò Maria Munoz Irena Zugic
	Tentative 2019-2020 Budget		Chris Bonvenuto

June 12	Enrollment Update Annual Strategic Planning Report: Responses to 2018-2019 Action Plans 2019-2020 Action Plans	Action Plan 9	Teresita Rodriguez DPAC
June 26	75-25 Benchmark	Action Plan 10	Jenny Merlic
July 10	Program Review Annual Report of Overarching Issues		
July 24	Annual Strategic Planning Report Finalize with other planning documents		
August 14 CANCEL			
August 28	Development of Action Plans for 2020-2021		DPAC
September 11	Adopted 2019-2020 Budget Continue development of Action Plans for 2020-2021		Chris Bonvenuto DPAC
September 25	Continue development of Action Plans for 2020-2021		DPAC
October 9	Continue development of Action Plans for 2020-2021		DPAC
October 23	Continue development of Action Plans for 2020-2021		DPAC
November 13	Continue development of Action Plans for 2020-2021		DPAC
November 27	Finalize Action Plans for 2020-2021		DPAC
December 11	Finalize Action Plans for 2020-2021		DPAC



Santa Monica Community College District
ANNUAL STRATEGIC PLANNING REPORT, 2019-2020

RESPONSES TO 2018-2019 ACTION PLANS

ACTION PLAN 1		<i>Responsible Area(s)</i>
<input type="checkbox"/> Completed	<input type="checkbox"/> Not completed (<i>see DPAC's recommendation following Response</i>) <input type="checkbox"/> <i>Substantially completed</i> <input type="checkbox"/> <i>Ongoing, to be completed in 2019-2020</i> <input type="checkbox"/> <i>Other (include reason if checked)</i>	
RESPONSE		
DPAC RECOMMENDATION:		
DATE:		