



Santa Monica Community College District
District Planning and Advisory Council
MEETING – APRIL 22, 2020
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, April 22, 2020. This meeting was conducted via Zoom Conference.

I. Call to Order: 3:05 p.m.

II. Members Present

Jennifer Merlic, Administration, Chair Designee
Nate Donahue, Academic Senate President, Vice-Chair
Mike Tuitasi, Administration Representative
Chris Bonvenuto, Management Association Representative
Erica LeBlanc, Management Association Representative
Sal Veas, Academic Senate Representative
Peter Morse, Faculty Association President
Tracey Ellis, Faculty Association Representative
Dee Upshaw, CSEA Representative
Summer Le, Associated Students Representative

Others Present

Dagmar Gorman
Matt Hotsinpiller
Lee Peterson
Olinka Rodriguez
Elaine Roque

In accordance with Executive Order N-29-20 issued by Governor Gavin Newsom and dated March 17, 2020, members of the District Planning and Advisory Council participated in the meeting telephonically or by Zoom Conference.

- III. Minutes of DPAC Meeting on April 8, 2020: Motion was made by Mike Tuitasi and seconded by Erica LeBlanc to approve the minutes of the DPAC meeting on April 8, 2020. *Unanimously approved.*
- IV. Reports - None
- V. Superintendent/President's Response to DPAC Recommendations -None
- VI. Agenda
- VII. Public Comments - None

VIII. Agenda

1. Update: COVID-19

There is still uncertainty about the Fall semester. The Chancellor's Office will determine if the delivery method of remote learning is not continuing for summer and fall. They have asked community colleges to transition all courses that are being delivered remotely to distance education through their local curriculum process by December 2020, retroactive to summer. The Curriculum Committee is working with Distance Education to update the Distance Education form to include check boxes for the type of delivery – fully on line, hybrid, fully online by mutual agreement or in case of emergency. Colleges should be resilient to move to on line delivery on short notice when necessary. Along with this is a plan for delivery of professional development for all faculty - instructional, counseling and library. A team has been created to develop a professional development plan. Feedback from faculty will be used to develop professional development activities that address a feeling of disconnectedness.

The Emergency Preparedness team is still looking at reducing the footprint on campus. Some staff are working 100 percent remotely; some still need to be on campus. The Emergency Operations Team will be reviewing the six indicators for modifying the Stay at Home order just released by the Governor.

CARES funding for SMC will be a little over \$6 million. The guidelines for using the funds have not been released yet.

Summer and Fall 2020 enrollment starts on Monday. All services are prepared to operate remotely.

Closing of the Liberal Arts and Letters and Science buildings have been moved up. Demolition of the buildings will be done in May. Furniture from those buildings and the Airport site will be moved to Pico Village.

2. Discussion: Process for Developing Future Action Plans. DPAC comprises representatives of all constituent groups who should reach out to their respective groups when the time approaches for developing annual action plans. Guidelines for developing annual action plans should be shared as well as the supporting documents (such as Board of Trustees Goals and Priorities, Academic Senate Goals, Strategic Initiatives) so that the groups are aware of college priorities. Nate Donahue suggested that the Academic Senate annual retreat in August would be a good time to have a discussion about possible annual action plans that benefit students and the college. It was agreed that the schedule of meetings for 2020-2021 include a specific entry to provide for input from the constituency groups through their representatives on DPAC.

IX. Adjournment – 3:43 p.m.

Meeting schedule through June 2020 (second and fourth Wednesdays each month at 3 p.m.)

May 13, 27

June 10, 24