



Santa Monica Community College District
District Planning and Advisory Council
MEETING –JUNE 24, 2020
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, June 24, 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
Erica LeBlanc, Management Association Representative
Chris Bonvenuto, Management Association Representative
Sal Veas, Academic Senate Representative
Peter Morse, Faculty Association President
Elaine Roque, Faculty Association Representative
Cindy Ordaz, CSEA Representative
Dee Upshaw, CSEA Representative
Joshua Elizondo, Associated Students Representative

Others Present

Jessica Gonzalez
Dagmar Gorman
Matt Hotsinpiller
Jamar London
Lee Peterson
Lisa Rose, DPAC Coordinator

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 by Zoom Conference.

III. Minutes of DPAC Meeting on June 10, 2020: Motion was made by Erica LeBlanc and seconded by Cindy Ordaz to approve the minutes of June 10, 2020. They were unanimously approved.

IV. Reports - None

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

VI. Public Comments - None

VII. Agenda

1. COVID-19 Update

The District is continuing to plan the return to work protocols and is moving forward with offering four on-ground nursing courses starting on Monday. The Emergency Operations Team is following the LA. County return to work protocols which will be vetted throughout the campus.

Discussions are taking place about resources for students, such as the library and access to the technology at CMD, and athletics, for the fall. The Chancellor's Office is preparing guidance on developing a plan for colleges to follow.

There was an employee in the bookstore with COVID-19 symptoms who has not tested positive. As a precaution, the bookstore was shut down and will resume operations next week. During that time, some students may not be able to receive their books or Chromebooks at the bookstore, so that distribution has been shifted to the Auxiliary Office.

2. Budget Update

The Governor and the legislature came to an agreement on the budget for 2020-2021 that does not implement the May revise cuts, but instead offsets those with deferrals to the districts, an approximate total of \$1.5 billion. That means the state will provide the funds in the future when the budget is balanced. Consequently, payments would not be made to districts in February, March, April and May of next year (30% of the District's budget). That means budget planning should reflect the funds as referrals and not budget cuts. Consequently, the District won't have a huge budget cut from the state this year, but it does create some future problems because the deferral has to be repaid at some point. That essentially means that next year, and for the next two years after that as the budget grows back, the state is going to reduce funds that would otherwise go to new programs or COLA to offset the deferral. If federal funding of at least \$14 billion materializes by October 1st, it will trigger off about \$700 million of the deferral.

At the May revise, the District was looking at a \$32 million deficit. The budget was reduced by about \$10.5, resulting in a \$22 million deficit. With the deferral, that deficit will be reduced to probably \$8.5-\$12 million, which does not solve the problem. But, it does allow for the approval of a tentative 2020-2021 budget. Previously, a tentative budget could not have been approved because the reduction in revenue was so large. The District still has a huge structural deficit and costs continue to increase while the funding from the state does not. In addition, non-resident enrollment continues to decrease which creates revenue to expenditure gaps. The tentative budget will be presented to the Budget Committee next Wednesday, and to the Board of Trustees for approval on July 7th.

The District is currently in hold-harmless, meaning about \$10 million of revenue is based on FTES not served for two years. The hold-harmless has been extended an additional two years, so the District can still count on that funding through July 2024. The Chancellor's Office is preparing guidance for a \$120 million one-time block grant that is going to use a combination of Prop 98 and federal funds to help students in need during the COVID-19 crisis and to help offset COVID-19 related expenses. The District will look at creative ways to use these restricted funds.

3. Accreditation Update

Background

Erica LeBlanc, Dean of Academic Affairs serves as the Accreditation Liaison Officer. SMC has its accreditation reaffirmed every seven years, and it is a significant effort each time. An institutional self evaluation report (ISER) is prepared which involves the entire college community. The self-study is refined and edited down to a several hundred-page document which is then sent to the accrediting commission and the visiting team. The team spends a week at the college in meetings with different groups including students, faculty, administration and staff to verify what the college has documented in the ISER, and the team's report is used by the Accreditation Commission to reaffirm the college's accreditation. The college receives report back from the Commission that includes recommendations which need to be responded to in time for the next visit.

Accreditation is a federal requirement, and a college needs to be regionally accredited in order for students to use financial aid funds. Without accreditation, the college would cease to exist and the state would not allow it to continue as a publicly funded institution.

Mid-Term Report

The college is required to submit a mid-term report to ACCJC (Accrediting Commission of Community and Junior Colleges). The report will include updates on how the college is addressing its plans for improvement, recommendations made by the visiting team and the Commission, a summary of performance and fiscal data submitted to ACCJC each year, and an update on the two action plans that comprise the Quality Focus Essay (Integrated Student Equity and Success Plan and Transformative Technology Planning).

See attached chart.

VIII. Adjournment – 3:57 p.m.

Meeting schedule through June 2021 (second and fourth Wednesdays each month at 3 p.m.)

July 8, 22	January 13, 27, 2021
August 12, 26	February 10, 24
September 9, 23	March 10, 24
October 14, 28	April 14, 28
November 11, 25	May 12, 26
December 9	June 9, 23

Mid-Term Basics

- Due Date: October 15, 2020
 - Draft to Board: September 2, 2020
- Provide ACCJC with an update on the following elements from the 2016 Accreditation Cycle
 - Actionable Plans from 2016 ISER
 - Response for Recommendations for Improvement (not addressed in the 2018 follow-up report)
 - Data Trend Analysis (compiled from annual reports to ACCJC)
 - Institution Set Standards (Course, Program, Licensure rates)
 - Fiscal
 - Report on Outcomes of the QFE
 - Action Plan #1: Integrated Student Equity and Success Plan
 - Action Plan #2: Transformative Technology Planning

Mid-Term Content	Lead Contributors
Actionable Plans from 2016 ISER	Various, depending on plan
Response for Recommendations for Improvement Recommendation #7: Improve college community's ability to interpret and utilize data.	Institutional Research
Response for Recommendations for Improvement Recommendation #8: establish and implement assessment of the effectiveness of its governance structures and processes, including its communication protocols related to planning and governance.	DPAC
Response for Recommendations for Improvement Commission Recommendation #2: complete the migration of its course data to include that all course outlines and syllabi include SLOs.	Academic Affairs
Data Trend Analysis – Institution Set Standards	Institutional Research
Data Trend Analysis – Annual Financial Report Data	Fiscal Services
QFE – Integrated Student Equity and Success Plan	Team
QFE – Transformative Technology Planning	Marc Drescher DPAC Technology Planning Committee