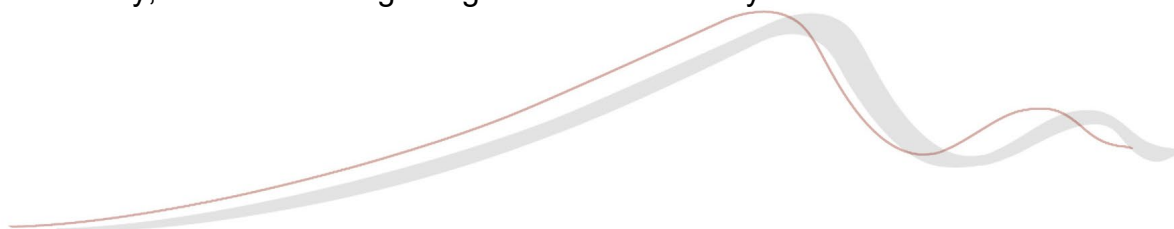


President's Cabinet Action Notes **September 12, 2023**

1. Cabinet reviewed and commented on the following standing items:
 - a. Public Affairs and Marketing provided updates to Cabinet:
 - The San Dimas City Council hosted a meet and greet event for Dr. Garcia. Trustees Peter Hidalgo and Gary Chow, and Cabinet members attended the event on September 11th.
 - The Chancellor's Office invited Mt. SAC to participate in the Black Student Success Media Project. The project is under development; however, we are expecting to feature about six (6) Mt. SAC stories. The purpose is to increase awareness and to encourage the Black and African-American student population to continue pursuing their educational goals. Yen will be the lead for the project.
 - Yen reported that the ads that were produced from the funding from Student Outreach and Enrollment resulted in 13,800 people clicking on the "apply now" button. The ads had over 40 million views!
 - The Management Professional Development Council is beginning its planning work for the January Management Staff Retreat.
 - Senator Susan Rubio will be visiting campus on October 24th.
 - Congresswoman Linda Sanchez will be participating in a campus event with students on October 12th, the details of the event will be finalized.
 - The West Covina Rotary is holding its monthly meeting at Heritage Hall tomorrow.
 - Jill reported that she spoke with SacMedia about an article on student scams.
 - b. Cabinet approved the [Request to Fill Log](#) for the following positions:
 - [Coordinator, Payroll](#)
 - [Transfer Specialist](#) (Restricted Funds)
 - c. Cabinet received the following Diversity, Equity, Inclusion, Social Justice, Anti-Racism, and Accessibility update:
 - The DEISA+ Council met and discussed various campus climate surveys; both internal and external surveys (one of the surveys was administered by USC Race and Equity Center), and the results were reviewed, it includes both qualitative and quantitative data.
 - The Adult Education Consortium has hired two counselors to support all seven (7) adult schools. The counselors help students who have completed their programs to transition to the College. The goal is to encourage and guide adult learners to continue their educational pathway to College.
 - Student Services provided the calendar of dates for events for the 2023-24 academic calendar. There is a strong focus on Diversity, Equity, Inclusion, Social Justice, and Accessibility, as well as recognizing the intersectionality of identities.



- d. Cabinet received the following enrollment updates:
 - Credit enrollment is approximately 10,000 FTES, today's credit enrollment reflects 9,949 FTES. This enrollment reflects an increase of 909 FTES in comparison to last Fall 2022, which represents about a 10.4% increase. Current enrollment for short-term classes is included; however, this enrollment will continue to change as enrollment in these courses increases.
 - Fill rates by modality include: 57% face-to-face, 38% online, and 5% hybrid.
 - Fill rates are at 87.7% compared to 82.2% in Fall 2022. We continue to improve positively in all key metrics.
 - School of Continuing Education, Fall 2023 headcount increased by 1,704 students. The increase is reflected in short-term Vocational, ESL, and Adult Basic Education. Distance learning courses reflect about 23-24% of all courses offered and they continue to decrease.
2. The College entered into a contract with Ocelot and is working on establishing a chatbot feature, which will be added to the Mt. SAC webpage. Student Services has taken the lead; however, they are requesting support from other departments/divisions, which include Marketing and the Web design team to develop a campus-wide chatbot that provides students with navigational support across campus.
3. Cabinet reviewed [AP 5055 Enrollment Priorities](#) in reflection of AB 2881.