



**President's Cabinet  
Action Notes  
May 14, 2013**

Bill Scroggins, President/CEO  
Virginia Burley, VP of Instruction  
Audrey Yamagata-Noji, VP of Student Services  
Mike Gregoryk, VP of Administrative Services

Gary Nellesen, Director of Facilities Planning and Management, sat in for Mike Gregoryk who was at a conference.

1. Cabinet reviewed a new format for communicating [Planned Grant Submissions](#). This is a very workable format, and having the information is very useful. All of the projects look appropriate to our mission, in sync with our Strategic Objectives, and fiscally sound. Cabinet suggested that referencing the related Strategic Objective(s) in the document format would be useful.
2. Ginny presented the latest version of the [Enrollment Management Plan: 2013-14](#). The scenarios and priorities were discussed. All agreed that this was an excellent plan of action. [Note: after Cabinet, the Governor's May Revise was reviewed with the note that growth is proposed to be funded at 1.63% which will influence the extent of additional course offerings as the Enrollment Management Plan is implemented.]
3. Audrey shared an update of the [proposed revision of the PIE Unit/Department Worksheet to be used specifically for Student Services](#). Cabinet reviewed and endorsed the document with a few minor suggestions which Audrey will convey to the Institutional Effectiveness Committee when the proposal is presented.
4. Cabinet reviewed the [Budget Review and Development Process](#). To carry out this process for developing the 2013-14 budget, the [attached Proposed Timeline for New Resource And Immediate Needs Allocation Requests](#) was discussed and approved.
5. Cabinet discussed the [outline of the 2013 Commencement Ceremony](#). We look forward to hearing from keynote speaker Jack Scott, recently retired Chancellor of the California Community Colleges. Alumnus of the year Kim Harrison is a great symbol of the success of Mt. SAC. A video of her is in the works, and she will have an opportunity to briefly address the graduates.
6. Cabinet discussed the District's position on salary and benefits for negotiations with our exclusive bargaining agents. We reviewed the Salary Agreements History 1994-2009 ([attached](#)). [Note: after Cabinet the Governor's May Revise proposed COLA of 1.57%.]
7. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
  - a. Degree Works Phase 2: Auto-Award, etc. (Audrey, 6/11)
  - b. Employee Wellness Program (**Karen Saldana, 5/14**)

- c. Employee Wellness Program State Advocacy (**Karen Saldana, Jill Dolan, Bill Rawlings, 5/14**)
- d. Chamber of Commerce Training Partnership (Ginny & Donna, 5/21)
- e. Emergency Response Communication System (**Mike & Karen Saldana, 5/21**)
- f. AP and budget for substitutes for those on approved extended absences (**Mike, 5/21**)
- g. Possible Safety and Security Audit (Mike, 5/28)
- h. Potential of Academic Program Orientations to Meet §55521 (**Ginny & Audrey, 5/21**)
- i. Options to Provide Test Make-Up Services (Ginny, 5/28)
- j. Options to Provide Dedicated DSPS Testing Location (Audrey, 5/28)
- k. Update on International Student Initiative (Audrey, TBA)
- l. Update on Efficiencies in Print/Copy/Fax Services (Mike, TBA)
- m. AP 6530—College Vehicles/Transportation re Age 21 for Drivers (**Mike, 5/21**)
- n. Koff & Associates Job Titles Finalized (**Mike & Linda Baldwin, 5/21**)



## TOWN HALL MEETINGS SET for TUESDAY, MAY 28

**Morning Session:** 11:30 a.m. | **Afternoon Session:** 3:00 p.m.

**Location:** Design Technology Center Assembly Hall (Bldg. 13)

Please plan to attend one of these informational sessions, which will update you on the Governor's May revised budget, discuss plans for the upcoming academic year, and announce the selection of the new vice presidents of Instruction and Human Resources.

The same issues will be discussed at both meetings by a panel composed of campus leaders, including President Scroggins, the college vice presidents, and the presidents of the Faculty Association, CSEA 262 and CSEA 651.

A Q&A session will follow. Please forward any questions you may currently have to **Denise Lindholm** at [dlindholm@mtsac.edu](mailto:dlindholm@mtsac.edu).