



President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Irene Malmgren, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*
Mike Gregoryk, *VP of Administrative Services* • James Czaja, *VP of Human Resources*



January 7, 2014

- Cabinet discussed the latest [First Monday newsletter](#) from Chancellor Brice Harris.
 - City College of San Francisco has temporary relief from its pending loss of accreditation. A Superior Court judge has granted a preliminary injunction that prevents the Accrediting Commission from terminating the accreditation of CCSF until a lawsuit filed by the City of San Francisco can be heard, most likely this summer. Without this injunction, CCSF would have lost its accreditation and most likely closed its doors this June 30th. The college continues to work to clear its standing with the Accrediting Commission which is meeting this week. Attached are a [San Francisco Chronicle story on the court's action](#) and a [brief legal analysis](#) from Atkinson, Andelson, Loya, Ruud & Romo.
 - An initiative on Adult Education continues to move forward spurred by \$25 million in state funds for planning by local consortia of K-12 districts and community colleges. [An update is attached](#). Briefly, Mt. SAC and community colleges throughout the state have formed consortia with the schools in each community college district, and these consortia are being certified by the state for receipt of planning funds described below. Mt. SAC will be the fiscal agent for this regional consortium planning grant. A list of our K-12 District Adult Ed contacts is [attached](#).

The plan must address these program areas:	The plan must address these elements:
Elementary and secondary basic skills, including classes required for a high school diploma or high school equivalency certificate (GED)	An evaluation of current level and types of adult education programs and of current needs within the region
Classes for eligible immigrants in citizenship and English as a second language and workforce preparation classes in basic skills	Plans to integrate existing programs and create seamless transitions into postsecondary education or the workforce
Education programs for adults with disabilities	Plans to address the gaps identified
Short-term career technical education programs	Plans to accelerate a student's progress
Programs for apprentices	Plans to collaborate in the provision of ongoing professional development
	Plans to leverage existing regional structures

For more information see www.ab86.cccco.edu.

- A second K-12/Community College partnership initiative was also funded by the state this year: the California Career Pathways Trust. For 2013-14, \$250 million was appropriated for this project in AB 86, Section 48. [A summary is attached](#). This money will be distributed to K-12 districts through a competitive grant process that requires a community college partner. With the application period for these competitive grants about to open, Mt. SAC has indicated to the K-12 Districts in our service area that we are ready as a partner to assist applicants in our region. More details are at <http://www.cde.ca.gov/ci/ct/gi/ccptinfo.asp>.
- Cabinet continued the discussion of centralized college support for student internships that was begun at the 12/3 Cabinet meeting. A suggestion ([attached](#)) from a cross-unit team¹ focused on the creation of a Work-Based Learning Coordinator with duties in the areas of 1)

¹ Joumana McGowan, Dean of the Business Division; Jennifer Galbraith, Interim Associate Dean of the Business Division, Heidi Lockhart, Director of Career & Transfer Services; and Lisa Ledebor, Professor of Consumer Science and Perkins Coordinator

Worked-Based Learning Development/Liaison, 2) Marketing and Promotion, 3) Student Advising, and 4) Research and Assessment. Cabinet will look forward to a recommendation from the Instruction Team on the structure of the enhanced college support for student internships.

4. Cabinet discussed the backlog of projects in Technical Services ([attached](#)) and agreed with these priorities and the expenditure of funds for this work.
5. Cabinet discussed improvements in oversight of enrollment management and preparation of the 320 report. It was agreed that a 320 Work Group would be formed to consist of 1) Dean of Instructional Services, 2) Dean of Continuing Ed, 3) Dean of Enrollment Management, 4) Assistant Director of Fiscal Services, 5) Director of Enterprise Application Services, and 6) a Senior Systems Analyst/Programmer. Irene will call the group together. Bill commented that the current format of the report used to follow FTES generation is in need of improvement and shared a draft of a possible new version ([attached](#)). The new 320 Work Group will meet periodically as needed under the direction of the VP of Instruction and will prepare regular reports to be presented to Cabinet. (For those of you who would like a primer on attendance accounting—how student contact hours generate FTES and apportionment dollars—the [attached presentation](#) should help.)
6. [A petition from the Math Department](#) was discussed. Cabinet acknowledged the group's concerns about faculty hiring and the Faculty Obligation Number. It is clear that a dialog with the Math Department would be appropriate. Irene will arrange for her and Bill to meet with Math Department faculty in the near future.
7. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Degree Works Phase 2: Auto-Award, etc. (Audrey, 3/18)
 - b. Employee Wellness Program (Karen Saldana, **1/14**)
 - c. Emergency Response System (Mark DiMaggio & Karen Saldana, **1/14**)
 - d. International Student Initiative (Audrey & Irene, 1/21)
 - e. Adult Ed Partnerships (Irene & Donna, 1/21)
 - f. Executive Information System (Vic, Daniel & Irene, 1/29)
 - g. New Reading Competency Assessment (Audrey, **1/21**)
 - h. Social Media Guidelines (CB Brown, **1/14**)
 - i. Student Payment Plan Options (Mike, 1/28)
 - j. Presidents' Sustainability Commitment (Bill, Mike, Irene, 1/28)
 - k. Student Internship Administrative Support (Irene, 1/21)
 - l. Shift Differential Process (James & Mike, 3/18)