



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* • Ibrahim "Abe" Ali, *VP of Human Resources*



November 28, 2017

1. The Accrediting Commission for Community and Junior Colleges (ACCJC), beginning a new system of supporting colleges¹, has assigned a Staff Liaison to Mt. SAC ([notification letter attached](#)). The letter lists eight ways in which the liaison will add value. Among them are, notably (emphasis added):
 - Helping to organize your institution's accreditation efforts through interactions with your Accreditation Liaison Officer regarding...timelines for upcoming reviews **and report preparation**.
 - Take a lead role in **selecting the team of peer reviewers** that will conduct an evaluation...
2. The Town Hall meeting on Police and Campus Safety will be held tomorrow, Wednesday, November 29th. A follow up to the Town Hall last year on reorganizing the Public Safety department², this meeting will focus on 1) actions taken and ongoing to protect campus safety and security, 2) the now-completed reorganization of the unit, 3) progression toward achieving POST certification as a Policy Department, and 4) consideration of revisions of the campus policy and procedure on use of force. In preparation for the meeting Cabinet reviewed the agenda ([attached](#)), a background paper ([attached](#)), Lexipol Policy 300 on Use of Force ([attached](#)), and the following Board Policies and Administrative Procedures.
BP 3530 ([link](#)) and AP 3530 ([link](#)), Weapons on Campus
BP 3525 ([link](#)), Use of Force; and AP 3500 ([link](#)), Campus Safety
AP 7601 ([link](#)), Police and Campus Safety Department Internal Policies and Procedures
Questions asked in advanced have been provided with answers ([attached](#)). This draft will be updated with additional questions asked during and after the Town Hall.
3. Cabinet has received from the Community College League of California (CCLC) a proposal, "Financial Aid Streamlining for Student Success" ([attached](#)).
 - The document requests from the state \$15 million in one-time funds and \$5 million in ongoing resources.
 - The purpose is to establish a statewide automated financial aid processing system.
 - The need is based on the importance of reducing delays in financial aid processing and verification "that can derail students' access to needed aid, undermine enrollment and academic success, and divert staff time and administrative resources from helping students and families in other important ways."

Audrey will research the matter and what actions Mt. SAC might take.
4. Cabinet reviewed the Integrated BSI/SEQ/SSSP³ Plan ([attached](#)), its Executive Summary ([attached](#)), and the accompanying Budget Report ([attached](#)).
5. Cabinet was joined by Matt Judd, Dean of Natural Science, to provide an update ([attached](#)) on progress of the Statway Expansion and Promotion Work Group. The Carnegie Mathways Winter Institute ([attached](#)) has been announced, and Cabinet encouraged Matt along with Math faculty and a counselor to attend the session.

¹ For an overview of new directions taken by ACCJC, review the webinar held on October 23, 2017. See the slide deck ([link](#)); listen to the 50 minute recording ([link](#)).

² See Cabinet Notes from 9/27/16 ([link](#)) for background information for that 9/30/16 Town Hall and the Trending Report ([link](#)) for a summary of the event.

³ Basic Skills Initiative/Student Equity/Student Success & Support Program

6. A statewide Voter Registration and Participation Campaign is underway to improve turnout and voting of college students. See attached [memo](#) and sample [MOU](#). **Audrey will share this voter campaign information with Student Life for implementation.**
7. Irene shared a draft ([attached](#)) of Mt. SAC's submission to the Chancellor's Office on the required self-assessment to be eligible for Guided Pathways state funds ([link](#)). This work is based on the Chancellor's Office template ([link](#)) and instructions ([link](#)).
8. Abe shared the latest update ([attached](#)) on vacant positions under active search.
9. Cabinet congratulated the 2017 State Champion Women's Cross Country team ([link to story](#)) and State Champion Men's Cross Country team ([link to story](#)). Great work by coaches Doug Todd and Ron Kamaka.



10. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Integrated Planning and Budget Work Group (Billⁱ, 1/23)
 - b. General Work Experience Development (Irene, 1/9)
 - c. Update on Multiple Measures Placement Workgroup (Audrey & Irene, 1/23)
 - d. ASAG Purpose and Function Statement (Mike, 12/19)
 - a. Prepare to Hire Bond Campaign and Local Organizing Consultants (**Bill & Mike, 12/5**)
2. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Dave Wilson & Melonee Cruse, 1/9)
 - b. Classroom Utilization Project (Joumana & Mika, 12/12)
 - c. Faculty Position Control Quarterly Report (Irene & Rosa, 12/12)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 1/9)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 1/16)
 - f. IT Projects Quarterly Report (Dale, 1/16)
 - g. Grants Quarterly Update (Irene & Adrienne, 12/12)
 - h. Dual Enrollment Offerings at Local High Schools (Joumana & Francisco, 1/22)
 - i. International Student Update (Audrey & Darren, 12/12)
 - j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 1/16)

ⁱ Integrated Planning and Budget Workgroup: AVPI Joumana McGowan, DSCE Madelyn Arballo, Michelle Sampat, DC Tom Mauch, ADSSE Eric Lara, CCOCBO Rosa Royce, and DR&IE Barbara McNeice-Stallard