



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*



May 5, 2015

1. Cabinet reviewed the May issue ([attached](#)) of the *First Monday* newsletter from Chancellor Brice Harris.
 - Concern was expressed with the choice of language on the Student Success Initiative stating that “we have completed the Chancellor’s Office responsibility on all but five recommendations.” It is our opinion that the Chancellor’s Office will need to continue to evaluate and strengthen the initiatives associated with the 22 recommendations. The Chancellor’s Office work is far from done.
 - There was concern expressed on the technology initiatives (Online Education Initiative, Education Planning Initiative, and Common Assessment). The concern was with regard to the considerable local work needed for implementation. Faculty must redo their online course delivery; ed plans and degree audit need catalog translation and articulation agreements; common assessment needs local validation of cut scores. Ugh! None of this is likely to be covered by state funding.
 - The Chancellor reported ([attached](#)) on the implementation of the recommendations from the Student Success Task Force.
 - The Chancellor also shared a summary ([attached](#)) of regional meetings on workforce training that have led up to the establishment of the Board of Governors Task Force on Workforce, Job Creation and a Strong Economy
2. Cabinet reviewed the update ([attached](#)) from Pam Walker, state Vice Chancellor of Academic Affairs.
 - It was good to see that the Chancellor’s Office is doing course approval in a more timely (and appropriate) manner, but discouraging that program approval is lagging.
 - Mt. SAC is current on our obligation for developing and approving Associate Degrees for Transfer.
 - We have 1 of 14 applications being considered for the one remaining pilot slot for the Community College Baccalaureate Degree initiative.
3. Mt. SAC has been selected to oversee the C-ID grant. A portion of the RFA is [attached](#) showing the work we will need to do (highlighted). Cabinet discussed implementation steps.
4. Bill shared Jill Dolan’s latest Legislative Update ([attached](#)). AB 288 on dual enrollment ([see Chancellor’s Office report](#)) has passed Assembly Education Committee and is in suspense—waiting for hearing before Assembly Appropriations Committee after the Governor’s May Revise of the 2015-16 budget (which is expected on May 15th).
5. Cabinet discussed Summer Bridge plans for 2015. ([See attached handout](#).) Acceptance letters have been sent out and students need to reserve their spots by this Friday. We hope to have even more students in the program than last year’s 361. We have also referred interested students to the Step to College program (a one-unit orientation experience) and are

coordinating with Pathways to Transfer ([link](#)) for those interested in taking the summer course to begin either the Math or English accelerated program. For a nice overview of our pathways to get students started at Mt. SAC, see The *Yellow Brick Road* presentation ([attached](#)) by George Bradshaw and Jim Ocampo.

6. Director of Public Safety Dave Wilson joined Cabinet to provide an update on Public Safety organization and training.
7. Audrey proposed some edits to the draft MOU with Foothill Transit ([attached](#)), and Cabinet agreed with the changes. The MOU will be presented to the Board at its May 27 meeting.
8. Cabinet reviewed and approved an Immediate Needs Request ([attached](#)) to replace a matrix switcher damaged in the recent power outage.
9. Irene shared the latest version of the Faculty Position Control Report ([attached](#)). The report shows that so far in 2014-15 there have been 13 faculty separated from the college, 20 new tenure track faculty being hired, 4 faculty on sabbatical, and one full year temporary faculty.
10. James shared a draft of the required annual HR notice ([attached](#)) on District policies and procedures on an environment free of sexual discrimination, harassment and retaliation.
11. Cabinet discussed union issues on short term hourly, student assistants, and professional experts.
12. Mike presented an analysis ([attached](#)) of the cost to Mt. SAC of the increases in STRS/PERS employer contributions which have been mandated by the state over the next few years.
 - Beginning next year, 2015-16, and continuing for the following four years, our STRS contribution will increase annually by 1.85% or \$1.2 M. That's an additional \$6 M which will be on-going.
 - PERS increase will be modest next year but will then jump to \$400 K and then \$500 K each year. That's an additional \$2 M which will be ongoing.Cabinet will recommend to the Board that we begin putting money in a trust to prepare for these huge increases in retirement costs.
13. Bill shared a list ([attached](#)) of the almost 3500 computers on campus. Beginning on page 39 of 69, the list shows computers that must be upgraded to run essential operating system software. The college will begin to address these upgrades with the \$150,000 in one-time funds approved at the April 21st Cabinet meeting.
14. Mike provided a budget update as we get ready to present the 2015-16 Tentative Budget to the Board on May 27.
 - The cost of an across the board salary increase would be \$1.36 M for each 1% added. ([See attached analysis.](#))
 - The state has reduced funded COLA for 2015-16 from 1.53% to 1.02% ([attached](#)).
 - The final 2013-14 growth recalculation was released April 15 and our analysis ([attached](#)) shows our funded growth last year to be 2.29% which is 0.71% above the cap rate of 1.58%. So we were funded for \$2,887,957 in growth of which \$891,316 is over cap growth funding. We shared this

over cap growth with employees as additional District contribution to health insurance premiums, equating to \$366 (in addition to the \$500 already provided last July).

- The VERY PRELIMINARY Mt. SAC budget for 2015-16 ([attached](#)) shows revenues of \$147,632,580 and expenditures of \$153,208,840 for a deficit of \$5,576,260.

15. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):

- a. Emergency Response Plan Implementation (Karen Saldana, Fall 2015)
- b. International Student Initiative-Support and Services (**Audrey, 5/12**)
- c. Classroom Utilization Project (Mike & Irene, 5/19)
- d. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, Update, 5/26)
- e. Pomona College Promise (Bill, Fall 2015)
- f. Faculty Position Control Report (Irene, 6/23)
- g. Administrative Processing of Employee Evaluation Documents (**Bill, 5/12**)
- h. Update on Print and Copy Cost Savings (Mike & Dale, TBA)
- i. Review of AP 6700—Campus Events & Use of Facilities (Mike & Bill Eastham, TBA)