



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*



September 20, 2016

Vice President Mike Gregoryk was not in attendance.

1. Cabinet reviewed a summary ([attached](#)) of Fall Semester enrollment trends around the state. Patterns vary with some up in FTES, others down, and many—including Mt. SAC—flat in enrollment.
2. Bill will attend the state Academic Senate's Fall Plenary Session, presenting on Technology and supporting Jeff Archibald in presenting on Guided Pathways. A topic agenda is [attached](#).
3. A recent article ([attached](#)) discussed colleges expanding services to undocumented students, "Dreamers" and included a mention of Mt. SAC. Elmer Rodriguez and Laura Muniz do a great job in running Mt. SAC's DREAM program ([link](#)). We also have an active I.D.E.A.S. Club ([link](#)). (IDEAS stands for [I]mproving [D]reams [E]quality [A]ccess & [S]uccess for all.)
4. Cabinet also reviewed the recently released Chancellor's Office *Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment* ([attached](#)). Bill is continuing present webinars on the Strong Workforce Program in conjunction with the Chancellor's Office and the Community College League. The next two will be a Curriculum Webinar ([slide deck attached](#)) on 9/22 and an Accountability Webinar ([slide deck attached](#)) on 9/23.
5. Cabinet discussed the recent Board Reports on the 2016-17 Budget ([presentation attached](#)) and on Fall 2016 Enrollment ([presentation attached](#)).
6. Cabinet discussed a revision of AP 7120—Recruitment and Hiring ([attached](#)) as recommended by the Academic Senate. Cabinet was pleased with the work—which was done collaboratively with Academic Senate and administrative representatives. Concerns were expressed with the term "vacancy" proposed to be replaced with "repayment positions" and both compliance with EEO regulations and convergence with the Mt. SAC EEO Plan. Irene and Audrey will continue discussions with the Academic Senate in AMAC.
7. Audrey reported on draft changes to AP 5130—Financial Aid ([draft attached](#)) to address Mt. SAC's implementation of the recent change in Title 5 58621 ([attached](#)) mandating that students on second semester probations are ineligible for a BOG Fee Waiver—with some exceptions allowed. AP 5130 on Financial Aid is a good place to incorporate these changes. Cabinet suggested some clarification of language, some reorganization of content, and a reference to AP 4250—Probation.
8. Cabinet discussed the possibility of compensating non-represented Mt. SAC employees for job time lost to jury duty. An advocacy piece ([attached](#)) from the California Courts makes the case for this employer action. **Abe will produce a draft Board Policy to make this happen.**

9. Mt. SAC will be hosting a workshop for community college faculty, administrators and partners on the availability of new state funds for College Promise programs and Innovation Awards. The workshop will be presented through the College Futures Foundation ([link](#)) as Southern California location for the set of two such workshops. [See the attachment](#) for details of the workshop and more information on the California College Promise Initiative and the California Futures Higher Education Innovation Initiative ([award information attached](#)). Cabinet discussed plans for Mt. SAC to participate in both initiatives.
10. The next meeting ([announcement attached](#)) of the Pomona Regional Learning Collaborative will be this coming Monday, September 26th. This partnership with organizations supporting college and career readiness for Pomona USD K-12 students may provide a good collaborative to apply for a grant through the California College Promise Initiative mentioned above. Joumana McGowan and Francisco Dorame will represent Mt. SAC at the meeting.
11. Mt. SAC received a “Save the Date” notice ([attached](#)) for the next California Guided Pathways Initiative. The Southern California session will be in Orange County on January 26 and 27. See the attached announcement for more information.
12. Cabinet discussed expansion of the number of students served in the Summer Bridge Program ([link](#)) which served 320 students in Summer 2016. It was agreed that 400 students would be served in Summer 2017. **Audrey and Irene will collaborate on planning the expansion and report back to Cabinet next month.**
13. Cabinet approved an Immediate Need Request ([attached](#)) for a mid-year tenure track faculty hire in Computer Information Systems.
14. Abe shared updates on hiring ([attached](#)) and positions approved for hire today ([attached](#)).
15. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, 11/15)
 - b. Next Steps on the Foothill Transit Center (Mike, 10/18)
 - c. Student Holds: Establishing, Communicating, Clearing (Joumana, 11/1)
 - d. Update on Classroom Technology Standards (Mike, Vic, Bill Eastham, 10/18)
 - e. AP—Financial Aid, Addressing Loss of BOG Fee Waiver (Audrey, 10/25)
 - f. Implementing BP 6530—Closed-Circuit Surveillance Systems (Dave, Vic, Bill, 10/18)
 - g. Child Development Center: Budget and Productivity (Irene, 10/18)
 - h. Progress on Expansion of Summer Bridge Program (Audrey & Irene, 10/25)
 - i. Tour of Video Production Vehicle (**Bill Eastham, 9/27**)
 - j. New Resource Allocation for 2016-17 (All, 10/25)
16. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Implementation (Dave Wilson & Melonee Cruse, 10/18)
Executive Policy Group Training
 - b. Classroom Utilization Project (Joumana & Mika, 10/25)
 - c. Faculty Position Control Report (Irene, 11/15)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (**All, 9/27**)

- e. Construction Project/Scheduled Maintenance Quarterly Report (Mike & Gary, 12/6)
- f. IT Projects Quarterly Report (Mike & Vic, 12/13)
- g. Grants Quarterly Update (**Irene & Adrienne, 9/27**)
- k. Text Messaging (Yen & Vic, 11/1)