



**November 22, 2022**

1. Cabinet reviewed and commented on the following information items:
  - a. The Community College League of California issued its 10<sup>th</sup> Update to the [CEO Tenure and Retention Study](#). Key findings in this update: 1) more than 1,200 individuals have served in executive leadership roles, 2) four of the five longest-serving leaders are women; 3) 45.4% of CEOs were women; 4) 24.4% of CEOs identify as Latina/o; 5) in the last 10 years, the average tenure of a permanent CEO was 5.1 years; and 6) of those that left in the previous 10 years, 47.1% retired, 22.7% were either released or left for multiple reasons, 5.9% were released, and a small percentage left California entirely.
  - b. Olga Rodriguez, Senior Fellow, and Director of the PPIC Higher Education Center provided testimony to the Assembly Budget Subcommittee No. 2 on Education Finance, [Testimony: Enrollment Declines in California Community Colleges](#). Her remarks and data show that the enrollment decline is pervasive in the California community college system, whose transfers make up 44% of degrees awarded by the CSU and UC systems. There are some districts out there really struggling to stay in business.
2. The Legislative Analyst's Office issued their [Fiscal Outlook for Schools and Community Colleges](#), in which they estimate that the Prop 98 guarantee for K-12 and CCC funding in 2023-24 will be \$2.2B (2%) below the 2022-23 enacted budget level due to recent weakness in the economy. The role that the LAO and Department of Finance play is a dance. The DOF is usually more conservative, while the LAO is traditionally more creative and often more liberal in its opinions, so there is concern that the information included in the LAO Outlook will be understood as optimistic. However, one reading the LAO Outlook should note the use of the words "estimate" and "could" as signs of possibilities, not promises. If the State's revenues do not fully fund the Proposition 98 guarantee, there will be backfill as constitutionally required from the 2004 Prop 58 "Rainy Day Fund" Reserve. With property tax and capital gains tax state revenue going down, the State's contribution to the K-12 and community colleges will need to be supplemented from Reserves. However, the manner in which the Governor approaches this challenge will need to await his January proposed State budget for 2023-24.
3. Cabinet continues the discussion of the Block Grant Requests. A [summary](#) of approved requests was reviewed, and it is noted that a revised format will be distributed to include additional information on data/outcome metrics and the expected expenditure term. Approved Block Grant requests will be distributed to the budget accounts of cost center managers who will be responsible for a quarterly report through their vice presidents to Cabinet on how the projects are progressing and utilizing metrics on the progress. This will help us to stay within the reporting requirements for the use of the funds, as well as give an opportunity for innovative projects with the priorities of recruiting and retaining students and to be sure that the ability for students to succeed is equitable.
4. The CEO/CCCT Board of California Community Colleges provided a [Draft Resolution](#) related to AB 928. The major issue of the new CalGETC 34 unit plan is the elimination of area E, lifelong learning, and a general education transfer requirement. The impact of losing Area E for community colleges is a substantial loss of enrollment in these courses and related programs. Many statewide organizations, including the Board of Governors, CCLC, and CEO groups, are passing resolutions for a reasonable outcome for lifelong learning in Area E. To move it into an upper-division graduation requirement at Cal State does not make sense.

5. The Board of Trustees will be reviewing [AP 6620 - Naming of Buildings](#) at their next meeting.
6. The [Draft Expanded PAC Agenda](#) was shared. Per [AP 3250 – Institutional Planning](#), Expanded PAC convenes twice a year to plan and assess integrated planning and make recommendations to the College President.
7. Cabinet reviewed the list of [prioritized faculty hires for 2023-24](#) that was established at the November 21 AMAC meeting. Kelly and Audrey noted that it was a collaborative process in AMAC yesterday.
8. Sokha reported:
  - Faculty members who are on banked leave may serve on committees.
  - The remote work agreement for CSEA 262 has been routed for District/Union signatures. Next steps for remote work is to develop the forms and process for implementation.
9. Morris reported:
  - The Bookstore RFP is moving forward. There has been discussion on intellectual property and copyright infringement and whether its use falls within acceptable use conditions. The Chancellor's Office has a legal opinion on acceptable use.
10. Audrey reported:
  - The Thanksgiving gratitude lunch is currently going on for students with Student Equity and Associated Students.
  - The presentations at the CCLC Annual Conference were well-received.
  - Mt. SAC is rated #2 in the State in Football.
  - They are continuing to work on the classifications for Student Services managers, some are listed as Educational Administrators, and some are listed as Classified Administrators.
11. Madelyn reported:
  - The CCCCCO included Mt. SAC in a State workgroup to discuss the noncredit attendance collection issue that has been preventing colleges from reporting student-level data in online noncredit courses. Initial guidance on improving reporting of noncredit attendance is coming in January 2023. A long-term solution is pending.
  - The work experience allowance for noncredit courses added in the Title 5 update will open a significant opportunity to expand work experience and collect more noncredit CDCP attendance. Their SWP project faculty, LE Foisia, will lead regional efforts for implementation within our LA19 region.
  - The ACCJC substantive changes to add a CBE program were submitted to the commission last week. Professors Mike Hood and Lani Ruh wrote several sections based on faculty and other campus stakeholder input. The decision will be received by November 30.
  - Online noncredit offerings are still strong in all programs, with overall SCE online offerings still hovering around 40%. Course efficiency has improved overall, with FTES increasing faster than our headcount.
12. Kelly reported:
  - Enrollment Management. Enrollment is trending 67% online, 3% hybrid, and 30% face-to-face. In addition, FTES are down (7.3%) from Winter 2020 and up 3.2% from Winter 2022. Deans and Associate Deans will work closely with department chairs and coordinators in schedule adjustments based on enrollment trends and student demand. Winter 2023 sections scheduled: 53% online, 3% hybrid, and 44% face-to-face.

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

- a. Return and Recover Initiative:
  - 1. Student Retention and Enrollment Outreach (Leads: Tannia Robles, Laura Sherwood, Denise Bailey, Pedro Suarez, and Sylvia Ruano 1/24)
  - 2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, Lina Soto, and Aida Cuenza, 1/24)
  - 3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 1/24)
  - 4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 1/24)
- b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, TBD)
- c. Student-Centered Funding Formula—Continued Follow-Up:
  - 1. Noncredit Support of SCFF & Multiple Measures (Tami and Shannon, 1/3)
  - 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 11/29)

14. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta and Sayeed, 1/17)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 2/7)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 1/10)
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- i. Guided Pathways Quarterly Report (Meghan, Elmer Rodriguez, and Michelle Nava, TBD)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 12/20)
- k. Title V Quarterly Report (Lisa and Lizette, 12/13)
- l. AB 30 (Dual Enrollment, A&R, and IT, 12/20)
- m. Accreditation Core Group Update (Lianne, Barbara, Allie, Patty, Michelle, and Laura, 12/13)
- n. Financial Aid Update (Manuel, 1/10)
- o. [MESA Program Implementation](#) (Pending, TBD)
- p. [Research on Enrollment: Wait Lists, Evening Student Loss](#) (Quinones, TBD)
- q. [Apple Resources: App Design, Apple eBooks Online](#) (Pending, TBD)
- r. Student Equity Plan (Pending, TBD)

## President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Kelly Fowler, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*  
Morris Rodrigue, *VP of Administrative Services* • Sokha Song, *VP of Human Resources* • Madelyn Arballo, *Provost of SCE*



November 29, 2022

1. Cabinet reviewed and commented on the following information items:
  - a. An article from EdSource, [California community colleges eye a different future amid pandemic disruption](#), reinforces Mt. SAC's current strategies in transitioning students from post-pandemic back to college. We are ahead of what other colleges are thinking—we are taking action on expanding dual enrollment, career training, and meeting students' mental health, social service, and basic living needs.
  - b. An article from EdSource, [Pandemic impact continues at Cal State with fall 2022 enrollment decline](#), describes the decline of undergraduate enrollment across the Cal State University campuses as attributed primarily to the loss of transfer students. System-wide there were 17 out of 23 campuses in decline with about 17,500 fewer students than the previous year. The article notes that new transfers from community colleges are down by about 12,000 students.
  - c. The quarterly [Management Staff Meeting](#) is scheduled for December 1, with an update from Bill—agenda attached.
  - d. A Memo from the Chancellor's Office, [Results of Equitable Placement and Completion \(AB 705\) English and Math Improvement Plans for Implementation](#), provides guidance that addresses the continued progress in implementing remedial education reform, systemwide results from the Equitable Placement and Completion Improvement Plans, our individual results from the Equitable Placement and Completion Improvement Plan, an overview of AB 1705 and implications for implementation, and resources for continuous improvement. It is interesting that one of the main conclusions was that access was greatly expanded, but the data provided was just in the number of sections offered, not actual pass rates; they did not even include throughput data. How many students are not passing transfer math and English and, so, are not eligible for associate degrees?
2. Cabinet approved a [reorganization](#) of the President's Office to include a reclassification of the "Executive Assistant to the President/CEO and Board of Trustees" to "Director, Office of the President/CEO and Board of Trustees." This change recognizes the level of responsibility and delegation of the position. Accompanying this reorganization is the addition to the President's Office staff of a new position for an [Executive Assistant II](#). The challenges of managing this institution have greatly increased with both expansion of the Board and the duties of the President's Office support staff. A [New Resource Allocation](#) for these changes was also approved.
3. Cabinet approved the following new/revised management job descriptions:
  - [Director, Office of the President/CEO and Board of Trustees](#) (revised)
  - [Manager, Recruitment and Employment Services](#) (new)
4. Cabinet approved an [Immediate Need Request](#) for the reclassification of a Human Resources Analyst to Manager, Recruitment and Employment Services with a cost of \$14,644 ongoing.
5. Cabinet reviewed the draft [Integrated Planning and Budgeting Process Calendar](#) which will be a separate document from the Strategic Plan as well as a key element in implementing the Strategic Plan through integration of planning and budgeting. This calendar creates a timeline for aligning the steps in the processes of creating PIE reports, developing the college budget, and updating the Strategic Plan.
6. Cabinet approved the following positions to proceed with recruitment:
  - [Project/Program Coordinator](#) (Child and Family Support Services, Child Development Center)
  - [Project/Program Specialist](#) (Special Programs and Initiatives, Child Development Center)

- [Project/Program Specialist](#) (Nutrition Services, Child Development Center)
  - [Early Childhood Development Specialist I](#)
  - [Early Childhood Development Specialist I](#)
7. Cabinet approved the [Change of Status](#) to the Administrative Specialist II in the Business Division to increase FTE from .475 to .70.
8. Cabinet was joined by Francisco Dorame, Dean of Counseling; Chuong Tran, Assistant Director of Enterprise Application Systems; Monica Cantu-Chan, Director of Information Technology Project Implementation; Caron Gomes, Systems Analyst/Programmer; Tom Mauch, Associate Vice President of Student Services; and George Bradshaw, Dean of Enrollment Management, for a quarterly update on [EAB Navigate Schedule Building and Data Analytics](#). Highlights:
- The Early alert function in EAB Navigate has been implemented with faculty in English, math, and Natural Sciences. Participation has been limited.
  - The EAB Navigate Explore app and nudge messages were piloted with Bridge and STEP students.
  - There is no integrated connection between DegreeWorks and the EAB Navigate Academic Planner, so no data exchange between them is possible. In testing the functionality, the challenges identified are much too difficult to overcome. Because of the structure of EAB Navigate, the Academic Planner has to be used in conjunction with one-click registration. As a consequence, Cabinet directed that further development of the Academic Planner and one-click registration will not be continued.
  - The data analytics in Navigate offer robust search opportunities. The capabilities allow the compilation of groups and programs into lists depending on certain attributes. Further development of these features will continue.
  - The EAB Navigate Campaign group communication/announcement features were demonstrated and have been used effectively by various special population programs, and development will continue.
9. Cabinet was joined by Gary Nellesen, Executive Director of Facilities Planning and Management; Gary Gidcumb, Senior Manager of Construction Projects; Carol Minning, Senior Manager of Construction Projects; and Valerie Arenas Rey, Assistant Director of Capital Construction Programs, for a quarterly update on [Construction/Scheduled Maintenance](#). Highlights:
- The team has been working on setting up account structures for scheduled maintenance funding of \$10M.
  - The Stadium, Central Campus Infrastructure, and Gateway Parking Structure are completed.
  - Grant funding projects coming online are the Continuing Education village and Library replacement.
  - There are 26 projects in planning, 39 major capital projects, 30 minor capital projects, 22 alteration/emergency/health and safety projects, 30 scheduled maintenance/small infrastructure projects, and 49 furniture and equipment projects.
10. Sokha reported:
- HR has attendance scheduled at two job fairs and four conference job fairs. Both open positions and adjunct pools will be recruited from these events.
11. Morris reported:
- All audit reports will go in December to the Board.
12. Audrey reported:
- Adjunct counseling funds assigned to the SEAP budget for both carryover and ongoing funds.



13. Madelyn reported:

- Tami and Madelyn met with two Modesto Junior College deans to plan for a January 2023 Mt. SAC visit. Dr. Scroggins referred them so that SCE can help them in expanding their noncredit vocational programs. MJC plans to bring a group of college representatives comprised of faculty and managers.
- This Friday, SCE will have an off-campus division-wide planning meeting. This satisfies our annual requirement to review our WASC Action Plan and ensure stakeholder input for our self-study review.
- Community Education offered 3D Printing and Robotics for Kids this year with a full class. The Community Education faculty has been working with credit Robotics faculty to develop a VEX Robotics Competition fee-based course for middle and HS students that is on target for a winter offering. The faculty is a former robotics student/graduate who was on the robotics team at Mt. SAC.

14. Kelly reported:

- Enrollment is trending 67% online, 3% hybrid, and 30% face-to-face. In addition, FTES are down (6.0%) from Winter 2020 and up 3.1% from Winter 2022. Deans and Associate Deans will work closely with department chairs and coordinators in schedule adjustments based on enrollment trends and student demand. Winter 2023 sections scheduled: 53% online, 3% hybrid, and 44% face-to-face.
- Adding sections where there is a high demand as indicated by our waitlist data and student demand. Since November 7, an increase of 56 sections in which 37 of them were online.
- The Library Hours are extended started this week—with snacks and refreshments for students!
  - Wednesday, November 30: 7:30 a.m. – 11 p.m.
  - Thursday, December 1: 7:30 a.m. – 11 p.m.
  - Friday, December 2: 7:30 a.m. – 6:30 p.m.
  - Saturday, December 3: 7:30 a.m. – 6:30 p.m.
  - Sunday, December 4: 1:00 p.m. – 11 p.m.
  - Monday, December 5: 7:30 a.m. - 11 p.m.
  - Tuesday, December 6: 7:30 a.m. – 11 p.m.
  - Wednesday, December 7: 7:30 a.m. – 11 p.m.
  - Thursday, December 8: 7:30 a.m. – 9:30 p.m.
  - Friday, December 9: 7:30 a.m. – 4:30 p.m.
- On Tuesday, December 13, at 8 p.m., Winter Study Session to focus on equity and curriculum with Regina Stanback-Stroud leading the discussion.
- Congrats to our Athletics! Men's Cross Country – State Champions! Women's Cross Country - State Champions! Football (9-2) Earned the #3 Seed, lost in Regional Playoff Semi-Final on a last second TD to Fullerton - 45-41. Women's Golf - Qualified 2 Golfers into the State Tournament. Men's Soccer - Qualified for the State Championship Tournament beating the #2 Team in the Country, 1-0! They play on Friday at 10 am v Taft in Sacramento. Women's Soccer (19-2) Earned the #4 Seed and lost 1-0 in the So Cal Regional Final to the #1 Seed. Women's Indoor Volleyball (19-5) Earned the #6 Seed and lost in the So Cal Regional Semi Final. Men's Wrestling – Will Compete in the Regional Championship Tournament this weekend at East Los Angeles College to qualify for the State Championship Tournament in Central California. Men's and Women's Basketball are in the early part of their seasons.

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December 6, 2022

1. Cabinet reviewed and commented on the following information items:
  - a. We have received confirmation that our [2022-23 MESA Program Certification](#) was completed and received.
  - b. News from Kinesiology, Athletics, and Dance that we have secured the [2025 USA Track and Field Masters](#) Championship bid award. [Masters](#) opportunities are for athletes 40 years of age and older.
  - c. The Chancellor's Office issued a Memo, [FY 22-23 December Cybersecurity Information Updates](#), on the \$25M ongoing and \$75M one-time allocated for systemwide technology and information security. The update reports that all 73 California districts completed the required cybersecurity self-assessment. The system-wide needs identified are: 1) information security training; 2) Decommissioning End-of-Life Software; 3) Third-Party Risk Management Support; 4) a Systemwide Security Operations Center; and 5) IT Staffing.
  - d. An article from PPIC, [English as a Second Language at California's Community Colleges, An Early Examination of AB 705 Reforms](#), provides information on the implementation of AB705 related to credit ESL courses.
  - e. A Working Paper from Colorado State University Faculty Affiliate John W. Curtis, [Faculty Diversity and Minoritized Student Outcomes: An Analysis of Institutional Factors](#), uses IPEDS census data on faculty employment and analyzes the **impact between faculty diversity and degree outcomes for minoritized students**. There is a lot of useful data in the document, and by looking deeper, the reader will find the answer on this impact is much more nuanced than at first blush. The paper seems to simplify the data and cherry-pick outcomes from the study. There are, indeed, increases in the performance of minority students, but such increases are not across the board. Some increase is due to broader access for minorities and increases for some groups seem to be just because there is a growing population that is being served. Be sure to take a deeper look both at the graphs of data and their analysis. It is interesting that there is more diversity in the hiring of adjuncts than full-time faculty. One result is that the minority-serving institutions are making the gains. The Appendix has the data broken down by institutional type. It is important to celebrate successes shown overall in this report. Across the data, there is improvement in access and success for minority students.
  - f. The Chancellor's Office has issued an [updated Compendium](#) dated November 2022.
  - g. Bill has been working with Assemblymember Chris Holden's office on changes to the Education code related to dual enrollment students related to priority enrollment. The Education Code already allows dual enrollment students to register as special admit students, but this change would allow dual enrollment pathway students priority registration at a community college campus.
2. We have received the [Preliminary 2021-22 SCFF Metric Data as of December 2](#). We still have some opportunities to make some updates. If it is reasonable, we might leave it. Comparably, our numbers are really competitive.
3. The [COVID-19 Block Grant Approvals and Funding Request Template](#) was shared. This document will be going out to those who have received approvals to ask for some additional information. The document will be shared with the VP and Provost's area for use for future requests for funding from the COVID block grant one time categorical fund. It was recommended to add a second tab that includes the Block Grant allowable expenditures list. As part of the already approved requests, an expanded [Basic Needs Committee](#) proposal was shared with Cabinet. Madelyn noted that the ESL request was removed and added in error.
4. Proposed revisions to [Board Policy 7350 – Resignations](#) were reviewed. Human Resources is looking at a more streamlined process for employees who either resign or retire from the College. Currently, there is a form that must be completed and routed individually to multiple departments for signature. It was



recommended to make these changes to the Administrative Procedure rather than the Board Policy. Cabinet approved the revised BP to move forward with the change to the second paragraph only. This revised BP will be forwarded to PAC for their review.

5. Cabinet approved an [Immediate Need Request](#) from Instruction to extend the assignment of the Temporary Assistant Dean who is working on accreditation one-time for \$10,000 as well as an [Immediate Need Request](#) from Human Resources for the resulting impacts to the Director and Assistant Director of Professional and Organizational Development one-time for \$343,908.78.
6. Cabinet approved the following position to proceed with recruitment:
  - [Project/Program Coordinator](#) (School of Continuing Education)
7. Cabinet approved the [Request to Fill Log](#) for the following positions:
  - [Buyer](#)
  - [Lead Painter](#)
  - [Mail Room Operator](#)
  - [Printing Services Technician](#)
  - [Procurement Specialist](#)
  - [Professor, Accounting](#)
  - [Professor, Addiction Counseling](#)
  - [Professor, Art History](#)
  - [Professor, Biology \(Microbiology\)](#)
  - [Professor, Chemistry](#)
  - [Professor, Communication](#)
  - [Professor, Computer Science](#)
  - [Professor, Engineering and Construction Technology](#)
  - [Professor, Film and Television](#)
  - [Professor, Geography \(GIS\)](#)
  - [Professor, Geology \(Geotech\)](#)
  - [Professor, Interpreting](#)
  - [Professor, Journalism](#)
  - [Professor, Kinesiology Head Track and Cross Country Coach](#)
  - [Professor, Kinesiology Volleyball Head Coach](#)
  - [Professor, Nursing](#)
  - [Professor, Physics](#)
  - [Professor, Printmaking-Drawing](#)
  - [Professor, Psychiatric Technician](#)
  - [Professor, Psychology](#)
  - [Professor, Real Estate](#)
  - [Professor, Sociology](#)
  - [Professor, Technical Theater](#)
  - [Professor, Vocal \(Choral\) Music](#)
  - [Professor, Welding](#)
  - [Student Services Outreach Specialist](#) (High School Outreach)
  - [Student Services Outreach Specialist](#) (High School Outreach)

8. Sokha reported:

- CSEA ratified a tentative agreement on COLA.
- The Confidential group are struggling to appoint members to all management screening committees. Cabinet agreed to change the AP to read that they *may* be appointed.
- He will be working on a proposal for a competitive Chancellor's Office grant with Adrienne.

9. Morris reported:

- They are working on an Emergency Conditions Enrollment Recovery Plan that will go to the Board in February. He will work with the groups who assisted during the last report.

10. Audrey reported:

- They provided "brain food" breakfast for students for finals week. Not a lot of students seem to be on campus this week.
- There will be an informal memorial vigil for Ralph inside of Building 9B on Friday.

11. Madelyn reported:

- SCE Fall enrollment after week 15 shows an increase of about 150 FTES over Fall 2021. There are two weeks left for noncredit Fall courses and some clean-up of attendance data will follow arriving at a final noncredit FTES count.
- All of the Pharmacy Tech Cohort 1 students were placed in internships for their clinical hours. There was no trouble finding employers.

12. Kelly reported:

- Enrollment is trending 67% online, 3% hybrid, and 30% face-to-face. In addition, FTES are down (4.7%) from Winter 2020 and up 2.6% from Winter 2022. Deans and Associate Deans will work closely with department chairs and coordinators in schedule adjustments based on enrollment trends and student demand. Winter 2023 sections scheduled: 53% online, 3% hybrid, and 44% face-to-face.
- Final Grades are due on Tuesday, December 13, at 8 p.m.

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**January 24, 2023**  
**Kevin sat in for Morris**

1. Cabinet reviewed and commented on the following information items:
  - a. We have received [confirmation](#) of dates for our comprehensive review, as well as the Chair and Vice Chair of the peer review team, from the Accrediting Commission for Community and Junior Colleges (ACCJC). These dates are right around the corner, with the Institutional Self-Evaluation Report (ISER) Review on October 18, 2023, and the Focused Site Visit the week of February 26, 2024.
  - b. Cal Poly Pomona's [Community College Leadership Summit](#) is coming up on Tuesday, March 14, 2023. This annual event invites local community college leaders to the Cal Poly campus to receive updates on admissions policies, impactation, and career ready preparation. This is a valuable event that is well attended by Mt. SAC.
  - c. The California Community Colleges Bachelor's Degree Programs [California Community College Baccalaureate Degree Workshop](#) is taking place on Thursday, March 2 at Golden West College. This Workshop is open to all community colleges that currently offer baccalaureate degree programs. We have a cadre of people attending.
  - d. A Memo from the Chancellor's Office, [FY 22-23 January IT Infrastructure and Cybersecurity Funding Updates](#), provides recommendations gleaned from the CCCCO's system-wide survey. Six goals were identified: 1) systemwide implementation of the Microsoft A5 Security Suite, 2) systemwide implementation of vulnerability scanning, 3) systemwide adoption of SuperGlue, 4) systemwide implementation of the Course Exchange, 5) all districts progress on eliminating End-of-Life (EOL) technology, and 6) all districts mature information security training. Typical of the Chancellor's Office, they dangle the carrot for the possibility of future system-wide funding.
  - e. The Institute of Education Sciences provided the [IPEDS Data Feedback Report 2022](#). This report provides a compilation and summary of data submitted by postsecondary education systems that are eligible for Title IV funding. These are always interesting reports because they compare Mt. SAC to other colleges around the nation.
  - f. The draft of the Association of Community and Continuing Education's (ACCE) [Response to LAO Report: Redesigning California's Adult Education's Funding Model](#) includes feedback from both Madelyn and Bill related to the LAO's recommendations that are inconsistent with the positions held by most community college noncredit programs.
  - g. A news article, [Suspect in Monterey Park massacre may have had illegal semi-automatic handgun](#).
2. Cabinet reviewed and revised the [Board Study Session Draft Topics](#) for the Board Study Session scheduled for March 18, 2023.
3. Cabinet was joined by Laura Sherwood, Special Project Coordinator for School of Continuing Education, Pedro Suarez, Assistant Director of Academic Technology, and Denise Bailey, Dean of Natural Sciences, for a Return and Recover Initiative update on [Student Retention and Enrollment Outreach](#). Highlights:
  - The first allocation funding for \$2.3M is being reconciled to see what has been spent this fiscal year and what will need to be encumbered for the next fiscal year.
  - The new allocation of \$3.4M will fund projects focused on high-touch interventions and re-engaging and connecting with students who withdrew due to COVID-19, prospective students hesitant to enroll, and disproportionately impacted students.
  - The work will continue to make funding recommendations that explore new projects and continue on campus cross-collaboration.

4. Cabinet was joined by Clarence Banks, Director of the Center for Black Culture and Student Success, Gio Rodriguez, Director of El Centro, and Aida Cuenza, Director of Arise, for a Return and Recover Initiative update on the Center for Black Culture and Student Success, Minority Male Initiative, Arise, and El Centro.

Highlights:

El Centro

- El Centro has brought on a professional expert to assist with the transition to the new El Centro space.
- In the Fall, El Centro served 946 students with 96 total tutoring hours offered through a partnership with the ASAC and Writing Center.
- A pilot cohort for the Knowledge is Power Learning Community continues in partnership with Humanities Faculty, Center for Black Culture and Student Success, Arise, and El Centro.
- Spring 2023 event programming is scheduled and will continue to be scheduled.
- Weekly newsletters are being emailed to students to inform them about El Centro support.

Center for Black Culture and Student Success

- The Aspire Program took 15 students to the Umoja Conference, and Clarence co-presented with the RP President on "The African American Tipping Point."
- The Center offered extended hours, partnered with ASAC and the Writing Center, and provided warm snacks for finals week.
- Upcoming is the Black College Expo (on January 28) and the Black History Month Luncheon (on February 2).
- The A2MEND Annual Summit will take 16 students from March 1-3. The team has been invited to participate in the "Knowledge Bowl" at the Summit, and is the first time we will participate in a Jeopardy-style contest. Our Student Charter President has been invited to apply and serve on the statewide student's committee.

Arise

- Continuing to make calls and reach out to students who did not return after Fall and/or Spring semesters.
- There were 494 students who completed the Fall 2022 term who were sent the Arise Student Action Plan Letter with an overall GPA of 3.11, 82% have completed ENGL 1A or 1C, and 59% have completed MATH 100+.
- The AANAPISI Part A Collaborative Grant had a planning retreat on January 13-14 with representatives from Cal Poly Pomona.

5. Cabinet was joined by Kevin Owen, Director of Technical Services, and John Vitullo, Associate Dean of Natural Sciences, for a Return and Recover Initiative update on [Student Center Coordination](#). Highlights:

- Building operation hours will be 7:00 a.m.-7:00 p.m. Monday through Friday and 7:00 a.m.-4:30 p.m. Fridays.
- Sodexo's timeline for move-in is in the summer for complete operation by Fall.
- Police and Campus Safety will be clearing the building at closing time.
- Student Services and Event Services are currently in the hiring process for positions that support the Student Center.
- There is continued discussion about the move in for departments in the building. Audio visual systems need to be complete prior to move in for some occupants. Audio visual system completion will follow the furniture installation scheduled for March.

6. Cabinet was joined by Michael Carr, Assistant Director of Academic Technology, Tami Pearson, Dean of Continuing Education and Workforce Development, and Eric Lara, Associate Dean of Student Success and Equity, for a Return and Recover Initiative update on [Technology Loan Program](#). Highlights:

- Loaned 14,000 technology items over the last two years, with 6600 students served.
- There are currently 4,292 items loaned out, with an expected increase in Spring.
- The EFC limit was removed for students to loan electronic devices.
- There has been good collaboration with IT, Library, Student Services, and School of Continuing Education.
- There's a T-Mobile coverage map that can be used to see if there is network in the areas where students are using the hotspots.
- The student technology support website has had 1,400 page views, and the average time on each page is about 3 minutes, with 61% using a mobile device to access the information.



7. Sokha reported:

- Negotiations are continuing with CSEA 651. Interest-Based Bargaining training has been completed with CSEA 262, and negotiations will begin soon.
- On campus availability for Livescan will begin soon based in Human Resources.

8. Kevin reported:

- Morris is off campus taking a look at Cal Poly Pomona Student Housing.
- Draft Technology Master Plan has been given to ITAC for comment.
- Cybersecurity was running some pseudo-phishing attempts last week; data will be available soon.
- There have been discussions with Facilities, Planning, and Management around accessible parking for employees in areas where there is construction happening.

9. Tom reported:

- AB2881 (Berman) mandates priority registration for student parents, effective July 31, 2023. SPEAC is working on understanding this information.
- There have been reassigned counselor coordinators for both the Career Center and the Completion Center.

10. Madelyn reported:

- After two years, SCE health careers offerings are expanding in Winter and Spring. Early interest shows that we will most likely add three more additional EMT and two additional Pharmacy Tech cohorts. Winter/Spring 2023 career education offerings are at the highest since 2020.
- As part of an ACCE team, she participated last Friday in a strategy meeting with three CCCCCO VCs and community college lobbyists to review the alignment of positions and talking points about the LAO Report. Important points include maintaining CAEP resources for underrepresented noncredit students.
- As of week 3, Winter 2023 noncredit headcount is up by 788 students as compared to the entire Winter of 2022. CDCP courses are up by 2%
- The SCE testing center was recently approved to offer the Medical Assistant NCMA Certification test because we are now certified for test administration by NCCT (National Center for Competency Testing).

11. Kelly reported:

- SCE testing center was recently approved to offer the Medical Assistant NCMA Certification test, because we are now certified for test administration by NCCT (National Center for Competency Testing).
- We have received information that the At One training is no longer being funded. This is really disruptive, and while there appears to be some sort of transition to a replacement distance education/online learning professional development, no one knows what that is.
- Accreditation is moving forward and doing some review.
- The Business Division is hosting its annual High-School Outreach (HSO) event on Friday, February 3. Over 300 students from 11 feeder high schools will engage in information sessions lead by faculty from the Business Management, Culinary Arts, Child Development, Computers Information Systems, Fashion, Interior Design, and Nutrition & Foods programs. High school students will learn more about the program and engage in hands-on activities related to their discipline of interest.
- An art show was held last night with over 50 student art exhibits as part of the opening night activities. West Covina student Lauren Pate shared that each art piece “works together to create an atmosphere of beautiful, chaotic freedom...and illustrates a limitless environment and community of imagination.” The Art Show will continue throughout the week in the Diana Berger Gallery.
- Reflect, Review, Revise Curriculum Retreat is soon. Over 100 participants will attend this two-day retreat led by faculty. Activities and break-out sessions will provide an opportunity for faculty to engage in self-reflection, data review, and curriculum revision to work toward closing activity gaps. The keynote speaker, Dr. Regina Stanback-Stroud and other guest speakers will share strategies on DEISAA in the classroom, equitable teaching strategies, and change management.

- The second Mt. SAC Enrollment Management Academy (MEMA) will be held January 30-January 31 at Pacific Palms Resort and will focus on the key elements of enrollment management.
- Instructional Leadership Team Retreat was last week. She shared an update regarding the DEISA training and the RIR approach shared with ILT by Dr. Stanback-Stroud

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

- a. Return and Recover Initiative:
  - 1. Student Retention and Enrollment Outreach (Leads: Tannia Robles, Laura Sherwood, Denise Bailey, Pedro Suarez, and Sylvia Ruano 4/25)
  - 2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, Gio Rodriguez, and Aida Cuenza, 4/25)
  - 3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 4/25)
  - 4. Technology Loan Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 4/25)
- b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, TBD)
- c. Student-Centered Funding Formula—Continued Follow-Up:
  - 1. Noncredit Support of SCFF & Multiple Measures (**Tami and Shannon, 1/31**)
  - 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 2/28)

13. Quarterly Reports to Cabinet:

- Emergency Response Plan Quarterly Report (Shannon and Sayeed, 4/18)
- Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 2/7)
- Faculty Position Control Quarterly Report (Rosa and Meghan, 4/11)
- Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/28)
- IT Projects Quarterly Report (Anthony, 2/28)
- Grants Quarterly Update (Adrienne, 4/18)
- International Student Quarterly Report (Chris, George, and Paty, 2/7)
- Academic Support Coordination Project Quarterly Report (Romelia, 4/11)
- Guided Pathways Quarterly Report (Meghan, Elmer Rodriguez, and Michelle Nava, TBD)
- Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 3/21)
- Title V Quarterly Report (Lisa and Lizette, 3/21)
- AB 30 (Dual Enrollment, A&R, and IT, 3/21)
- Accreditation Core Group Update (Lianne, Barbara, Allie, Patty, Michelle, and Laura, 3/21)
- Financial Aid Update (Manuel, 4/11)
- [MESA Program Implementation](#) (Pending, TBD)
- [Research on Enrollment: Wait Lists, Evening Student Loss](#) (Quinones, TBD)
- [Apple Resources: App Design, Apple eBooks Online](#) (Pending, TBD)
- Student Equity Plan (Pending, TBD)