

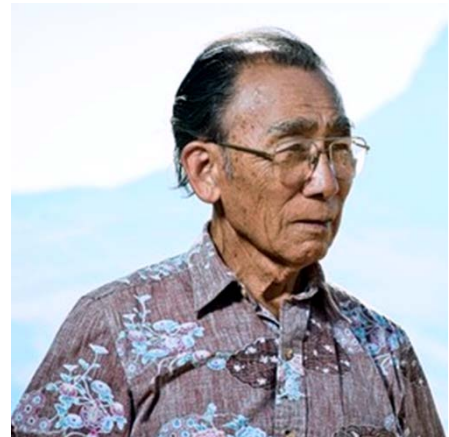


**President's Cabinet
Action Notes
May 29, 2012**

Bill Scroggins, President/CEO
Virginia Burley, VP of Instruction
Audrey Yamagata-Noji, VP of Student Services
Mike Gregoryk, VP of Administrative Services
Annette Loria, VP of Human Resources

Terri Hampton, Director of Human Resources, substituted for Vice President Annette Loria.

1. Cabinet discussed AP 5075—Course Adds and Drops. At issue is a revision of this AP as well as AP 4225 and other related notations in publications regarding the change in the Withdrawal date with no "W" on the student's record from 30% to 20% of course length. This change is based on a Chancellor's Office interpretation of a recent Title 5 change that eliminated FTES apportionment funding for students who drop without a Withdrawal grade after the 20% add-drop period. Audrey reported that the Student Preparation and Success Committee approved moving forward with making changes in college publications for the 2012-13 academic year and to forward the changes to AP 5075 and AP 4225 to the Academic Senate for their agenda in the fall of 2012.
2. Ginny reported that the search for a tenured faculty member in Business Law was unsuccessful. Cabinet authorized the initiation of a search for the next faculty position in the hiring priority list which is for a Library faculty member.
3. Cabinet will form a work group to discuss whether or not additional options are available for the Wellness Center operations that provide service to non-students.
4. The 2012 Alumnus of the Year will be Mr. Harumi Sakatani, pictured to the right. A current resident of West Covina, Mr. Sakatani attended Mt. SAC from 1947 to 1949. Harumi, or 'Bacon' as he is known, has been a frequent speaker on campus, movingly sharing his experiences in the internment camps during World War II. Mr. Sakatani graduated from Pomona High School in 1947 and from Mt. SAC in 1949. He served in Korea with the combat engineers and is a retired computer programmer. He has been active in reminding this country of its history regarding the Japanese Internment, particularly at the Heart Mountain facility where he lived with his family from ages 13 to 16. His story has been featured in both the [Wall Street Journal](#) and the [Los Angeles Times](#) (which gives the origin of his nickname 'Bacon'). We are proud to have Mr. Sakatani as our Alumnus of the Year.
5. Cabinet discussed options for covering the direct costs of facility use for events on campus other than assessing the user group the full facility fee. An example is the [Puttin' On The Hits](#) fundraiser sponsored by the Faculty Association through its independent 501(c)(3)



foundation. The challenge in particular for fundraising events is to support these wonderful philanthropic endeavors while avoid making a gift of public funds through the college paying for direct operational costs of the events. Mike Gregoryk and Lisa Sugimoto will research options and report back to Cabinet.

6. Audrey presented the updated [Draft Plan for the International Student Program](#). This plan is being prepared by direction from the Board of Trustees who is interested in improving existing services to international students and in exploring the possibility of increasing the number of such students served. The plan will be presented to the Board at the July meeting, and, if found acceptable, will become the charge of the about-to-be-formed International Student Advisory Committee for implementation. Cabinet made several suggestions for improving the draft plan.
 - Looks like [fsaAtlas](#) is a great product. Audrey will clarify with Bob Hughes about the status of the implementation of this product.
 - Under the section on Improving Services bullets on Time Frame, add bullets on Resources Needed and Funding Sources.
 - Address issues of Housing, Course Enrollment Needs, and Meeting Full-Time Status.
 - Under the section on Fee-Based English Language Institute, add examples and links to similar successful programs. (Cabinet took a look at the [El Camino Language Academy](#) web site and the [Mira Costa English Language Institute](#) web site.)

7. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. [Draft BP and AP 6625 on District Fundraising](#) and [Cabinet Notes](#) (Mike, 6/12—with Lisa Sugimoto & Audrey Yamagata-Noji plus a revised BP and AP)
 - b. Centralized Printing and Copying (Mike, 8/21—with Dale Vickers)
 - c. Facilities Use (Mike, 6/12—with Bill Eastham plus **revised BP/AP 6700**)
 - d. Facilities Use (Mike & Lisa, 6/12—research options for fundraisers)
 - e. Implementation of Degree Works (Audrey, 8/21)
 - f. [AP 6610—Facility Project Prioritization](#) (Mike, 8/21—with Gary Nellesen)
 - g. Expansion of International Student Program (Audrey, 6/12-Updated [Draft Plan](#))
 - h. Collaborative [Projects](#) with Cal Poly Pomona (All, 6/12)
 - i. Initial Review of 2012-13 Tentative Budget (Mike & Linda, **6/5**)
 - j. Definition of Training for Budget Purposes (Annette & Linda, **6/5**)
 - k. [AP 5075—Course Adds and Drops](#) revision of drop date (Audrey & George Bradshaw, 6/19)
 - l. Wellness Program Ideas (Karen Saldana, 6/12)