



**President's Cabinet
Action Notes
April 30, 2013**

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

Tom Mauch, Dean of Counseling, sat in for Audrey Yamagata-Noji who was at a conference. Rosa Royce, Associate Vice President of Fiscal Services, sat in for Mike Gregoryk who was at a conference.

1. Ginny reported that during this year we have had 15 full-time faculty retirements and two other separations. There were also 5 vacancies from last year that were not filled. Cabinet approved her recommendation to hire one additional full-time, tenure track faculty member for this coming year—the next position on the priority list being a Librarian. That brings to 8 the number of full-time positions to be hired. This should assure that we continue to meet the state-mandated Faculty Obligation Number (FON).
2. Cabinet reviewed a request by the Academic Senate to increase from two to four the number of faculty serving on the search committee for the Dean of Natural Sciences. The request was approved.
3. Rosa provided a list of Org Numbers that had not completed their Status Quo Budget Reviews. Cabinet members will work with their units to get this done. The deadline is Friday.
4. Cabinet discussed the need for continuing administrative leadership for professional development. **Bill will discuss the matter with the co-chairs of the Professional Development Council (PDC), Ginny Burley and Beta Meyer.** To whom PDC reports was also unclear to Cabinet. The possibility of PDC reporting to PAC was discussed.
5. Cabinet was joined by CB Brown, Director of Marketing and Public Affairs, and Eric Turner, Web and Portal Services Supervisor, who demonstrated the new format of the Mt. SAC web site. [A summary of some of the new design elements for the web site is attached.](#) Cabinet appreciated the fine work and made a few suggestions. The site will go live this Thursday.
6. Cabinet discussed the eventuality that our Fire Academy will be displaced from its current location at the Ontario Fire Training Center. ([See the attached memo from Sarah Daum, Dean of Technology & Health.](#)) Cabinet agreed that we should move quickly to relocate the Fire Academy onto the Mt. SAC campus—classrooms, offices, equipment storage, and vehicle storage. The fire tower and related facilities will continue to be utilized at sites in the community.. **Ginny will contact Gary Nellesen to assure that options can be discussed at the next Campus Master Plan Coordinating Team (CMPCT) meeting.**

7. Bill and Ginny shared that the Faculty Association had concerns ([attached](#)) about the MOU with CSEA regarding classified staff as adjunct instructors ([attached](#)). Cabinet agreed that this issue is negotiable with the Faculty Association, and we will enter negotiations with the FA on the matter.
8. Cabinet discussed several items from the recent Academic Senate meeting.
 - [Resolution 2013-07. Institutional Standards for Student Completion](#). Cabinet discussed the potential relationship of this proposed task force to the Accreditation Steering Committee. Cabinet is supportive of Resolution 2013-07 and offers the assistance of the administration to advance this work.
 - [Resolution 2013-08. Update of Academic Senate Position on C-ID Numbering System](#). Cabinet was supportive of Resolution 2013-08 and discussed the implications of both the C-ID and Transfer Model Curriculum (TMC) strategies to create Associate of Arts/Sciences for Transfer (AA-T/AS-T) degrees to comply with SB 1440. Concern was expressly stated about the effect of these “common denominator” course (C-ID) and program (TMC) descriptors on the willingness of Cal State faculty to accept these AA-T /AS-T degrees as fully meeting lower division BA /BS requirements.
 - [Discussion on AWE](#). Cabinet discussed faculty concerns about the Assessment of Written English (AWE) Placement Exam. Note that the Assessment & Matriculation Committee (Jim Ocampo and Hugh Griffith, Co-Chairs) has issued a clarification of this issue ([attached](#)).
9. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Degree Works Phase 2: Auto-Award, etc. (**Audrey, 5/7**)
 - b. Employee Wellness Program (Karen Saldana, 5/14)
 - c. Employee Wellness Program State Advocacy (Karen Saldana, Jill Dolan, Bill Rawlings (5/14)
 - d. Study Abroad Future Plans (**Ginny, 5/7**)
 - e. Chamber of Commerce Training Partnership (Ginny & Donna, 5/21)
 - f. Emergency Response Communication System (Mike & Karen Saldana, 5/14)
 - g. AP and budget for substitutes for those on approved extended absences (**Mike, 5/7**)
 - h. Possible Safety and Security Audit (Mike, 5/14)
 - i. Potential of Academic Program Orientations to Meet §55521 (Ginny & Audrey, 5/21)
 - j. AP for Temporary Special Projects Administrators (Ginny, 5/28)
 - k. Leadership Opportunities for Professional Development (Bill, 5/28)
 - l. Options to Provide Test Make-Up Services (Ginny, 5/14)
 - m. Options to Provide Dedicated DSPTS Testing Location (Audrey, 5/14)
 - n. Update on International Student Initiative (Audrey, TBA)
 - o. Update on Efficiencies in Print/Copy/Fax Services (Mike, TBA)
 - p. Equipment Upgrades and Prioritization Needed for Captioning (Mike & Ginny (5/14)