



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*



October 22, 2013

1. Ready for some good news? The District's actual 2013-14 assessed value of property within our District grew by 4.23%. This is more than the conservative estimates used in projecting the Measure RR bond sale of \$145 million last July. ([See the attached update on bond sales.](#)) This means that our final 2013-14 property tax rate combined for Measures R and RR is only \$20.23 per \$100 K of assessed value of property in the Mt. SAC District. This number has been confirmed with L.A. County and is well below the Board-directed max of \$25.00 per \$100 K of AV. With the higher AV, our out-year projections go up as well. (See table to the right.)

Year	AV
2013-14	*4.26%
2014-15	4.00%
2015-16	4.25%
Thereafter	4.50%

*actual; others estimated

Consequently, our next planned bond sale in two years has more options available to the college—all of which continue to have the property tax level remain under \$25.00 per \$100 K. Four such scenarios are presented in the attachment. The Measure RR Project Budget List has been recently updated ([attached](#)) and calls for the next bond sale to yield \$80 million. We will continue to monitor the situation and make a recommendation this Spring to the Board of Trustees on the Series C bond sales strategy.

2. James reported that "sunshine" proposals for the next round of negotiations are due October 31, and he is continuing to meet with management teams. He shared the input from managers to this point, indicating that these need some refinement.
3. Cabinet then turned its attention to approval of New Resource Requests. Attached are the "[2013-14 New Resources Allocation Request Approvals](#)" for 2013-14 which include decisions made at Cabinet meetings 10/15/13 and 10/22/13. In order to balance the \$1,238,791 that was set aside to fund the New Resources Allocation request, a column with the heading "Immediate Needs One-time" was added between "Unrestricted General Fund One-time" and "Restricted General Fund -Lottery Ongoing". This facilitates establishing the unallocated balance of the \$1,238,791. Below is a summary.

Summary of Funded New Resources Allocation Requests	Funded	Unallocated*	Total
Unrestricted General Fund-Assigned Fund Balance for New Resources Allocation Requests	\$1,129,176	\$109,615	\$1,238,791
Immediate Needs One-Time	170,557	- -	170,557
Restricted General Fund Lottery Ongoing	149,695	- -	149,695
Other/President's Revenue Generating Account/Categorical/Grants/Bond/Rate Driven	419,014	- -	419,014
Total	\$1,868,442	\$109,615	\$1,978,057

*These funds will be used for a few requests that need further documentation and are pending President's Cabinet review.

4. Cabinet received an update on our Emergency Response System. Karen Saldana Director of Safety, Health Benefits, and Risk Management, and Mark DiMaggio, Director of Public

Safety, introduced Jim Ocala who will be facilitating the training needed to implement the system. The [attached implementation plan](#) sets the template for this work. Cabinet pointed out the need for an evaluation process and for the identification of needed resources. It was noted that the dates in the implementation plan will be modified.

5. CB Brown, Director of Marketing and Communication, joined Cabinet and introduced a presentation on targeted marketing to attract students to Mt. SAC through a system called [Ad Taxi](#) through [Digital First Media](#). The system looked promising and specifics will be developed. CB provided Cabinet with a summary of how this system might be used at Mt. SAC ([attached](#)).
6. Cabinet reviewed a recent court ruling ([attached](#)) on employee use of social media internet sites as it relates to protected First Amendment speech. It is clear that guidelines are needed. It was noted that in September 2010 the President's Advisory Council discussed such guidelines as they relate to the college-maintained social media sites. (See the [September 2010 draft Social Media Guidelines](#) and the [minutes of the 9/1/10 PAC meeting](#).) [Bill will ask CB Brown to revisit the Social Media Guidelines.](#)
7. Irene reported that the [attached description of the Associate Degree Nursing program](#) has indeed been approved by the Chancellor's Office. The Catalog description will be updated as will the Nursing web site. Acceptance of students into the next cycle of the Nursing Program will continue to use the [Multi Screen Criteria Point System](#). The application period is scheduled to be open from January 1, 2014 to March 1, 2014. Transition to the new software for Nursing admission will be smooth. The process for applicants to establish variances for Nursing Program prerequisites will also be timely and smooth.
8. Cabinet reviewed notes from the October 17th state Chancellor's Consultation Council Meeting ([attached](#)).
 - An increase in the Faculty Obligation Number (FON) is recommended. This was surprising given that our system will likely end this fiscal year with as much as 2.2% of our budget unfunded. Increases in FON are typically passed by the Board of Governors only when sufficient funds are available. [Mike will follow up on this recommendation by contacting other CBOs.](#)
 - AB955 is now in force establishing the two-tier student unit fee system, but of the six colleges authorized to do so only Long Beach City College has plans to take part in the pilot beginning in January.
 - The Legislative Task Force will propose several bills be sponsored by the Board of Governors. Topics are Dual Enrollment of High School Students, Professional Development Restored Funding, and "Continuous Appropriation" to Backfill CCC State Funding Shortfalls.
 - Changes will be proposed in the Title 5 language on BOG fee waivers. EOPS, DSPS, Veterans, and CalWORKS students will be exempt from losing their BOG fee waivers as well as never losing their registration priority.
9. Cabinet reviewed the Child Development Center five-year budget plan ([attached](#)) and is supportive of the efforts of Acting Director Tamika Addison and her staff.
10. Kudos to Audrey for an excellent presentation to the Board of Trustees on Implementation of the Student Success and Support Program ([attached](#)).

11. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
- a. Degree Works Phase 2: Auto-Award, etc. (Audrey, 11/19)
 - b. Employee Wellness Program (Karen Saldana, 11/19)
 - c. Employee Wellness Program Advocacy (Karen Saldana, Jill Dolan, Bill Rawlings, 11/19)
 - d. Chamber of Commerce Training Partnership (**Irene & Donna, 11/5**)
 - e. Emergency Response System (Mark DiMaggio & Karen Saldana, 1/14)
 - f. Update on International Student Initiative (**Audrey & Irene, 11/5**)
 - g. Adult Ed Partnerships (**Irene & Donna, 11/5**)
 - h. Processes to Support Timely Employee Evaluations (**James, 11/5**)
 - i. Executive Information System (Vic & Irene, 11/19)
 - j. EEO Plan Revision/Title 5 Change (**James, 11/5**)
 - k. Cameras for Security of Personnel and Property (Mike, Mark & Karen, 11/12)
 - l. New Reading Competency Assessment (Audrey, 11/19)
 - m. Social Media Guidelines (CB Brown, TBA)