



## 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*



**January 21, 2014**

1. Audrey gave a brief update on the International Student Initiative. Numbers are up for spring. The requirement for insurance that was instituted in fall had no major hiccups. An additional support staff position has not been hired as the team is debating adding an A&R Clerk or an International Student Specialist. A decision will be made in three weeks.
2. On the matter of a new Reading Competency Assessment, this matter has been discussed in Student Preparation & Success Council, and the Academic Senate has formed a task force on the matter. **Bill reiterated that the existing Reading Placement Test cannot be used for assessment of reading competency beyond Spring 2014.**
3. Donna Burns, Dean of Continuing Education, joined Cabinet to discuss AB 86 and the Adult Education Consortium. The consortium of Mt. SAC and K-12 districts in the Mt. SAC service area has been certified and is eligible for a \$374,205 planning grant. ([See attached for dollar amounts for all community colleges.](#)) Mt. SAC is the fiscal agent. For this money, the consortium must submit a preliminary budget and a project management plan by February 24<sup>th</sup>. The plan must have four components: organizational structure, shared leadership structure, roles and responsibility/staffing, and communication. Donna also mentioned that the Career Pathways Trust Grants are open for applications which are due March 2<sup>nd</sup>. This is money available through the California Department of Education to K-12 districts not money distributed through the Community College Chancellor's Office. However, K-12 applicants must have a community college partner. Total available is \$250 million, but these are competitive grants not distributed uniformly around the state. [The announcement of the Career Pathways Trust Grants is attached.](#)
4. Irene reported on continuing discussions within the Instruction Team on expanded support for student internships. Consensus is to hire a Director which would be funded at 30% by VTEA. This has Cabinet support. A more detailed proposal will be coming forward from a cross unit team.
5. James presented an update on a proposed revision to the MOU with CSEA 262 on classified serving as adjunct faculty. Input from the instructional deans was helpful.
6. Cabinet briefly reviewed changes to BPs and APs recommended by the Community College League of California based on recent changes in laws and regulations.
  - AP 5520-Student Discipline Procedures. Audrey reported that changes to the AP are already in the works. She will convey the CCLC changes ([attached](#)) to the group working on this. Cabinet will take no action pending recommendation from the work group.

- BP 5010-Admissions. This AP was just updated, but a recent statutory change now allows reporting between districts on student expulsions. [The new language is attached](#). Audrey will review the proposed language and bring a revised version to Cabinet.
- AP 6340-Bids and Contracts. This is the annual change in bid limits ([attached](#)). Mike will review the changes and bring a revised version of AP 6340 to Cabinet.

7. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
- a. Degree Works Phase 2: Auto-Award, etc. (Audrey, 3/18)
  - b. Emergency Response System (Mark DiMaggio & Karen Saldana, 2/25)
  - c. International Student Initiative (Audrey & Irene, 3/25)
  - d. Adult Ed Partnerships (Irene & Donna, 3/18)
  - e. Executive Information System (Vic, Daniel & Irene, 2/18)
  - f. New Reading Competency Assessment (Audrey, 3/25)
  - g. Social Media Guidelines/Ad Taxi Campaign (**CB Brown, 2/11**)
  - h. Student Payment Plan Options (**Mike & Rosa, 2/11**)
  - i. Presidents' Sustainability Commitment (Bill, Mike, Irene, 1/28)
  - j. Student Internship Administrative Support (**Irene, 2/11**)
  - k. Shift Differential Process (James & Mike, 3/18)
  - l. Board Presentation on Solar Project (**Mike & Gary, 2/11**)
  - m. Changes in BP 5010-Admissions and AP 6340-Bids and Contracts (Audrey & Mike, 2/25)