



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* • Ibrahim "Abe" Ali, *VP of Human Resources*



December 13, 2016

1. Cabinet reviewed the CEO Connection newsletter ([attached](#)) from Interim Chancellor Eric Skinner.
 - The Program Integration Effort refers to developing an integrated program model that aligns the Student Success and Support Program (SSSP), the Student Equity Program (SEP), and the Basic Skills Initiative (BSI). Bill, Audrey and Irene had a chance to review the first draft of the template for this integration of standards, accountability and reporting for these three major initiatives but were not impressed with the plan.

2. A research brief by MDRC ([attached](#)) on improving success of men of color described the five common means college employ: counseling, mentoring, workshops, and training on study skills and leadership—the goals being academic preparation and inclusion in campus life. MDRC reviewed current evidence for the effectiveness of these interventions. Quotes:
 - “Mentoring alone is unlikely to produce significant impacts on academic performance.”
 - Mentoring can improve persistence, but “effective mentoring includes a strong match between mentor and mentee, proper training of mentors, and continuity of contact.”
 - A roundtable of leaders and experts cited challenges of “colleges’ varying levels of time constraints, diversity of student needs, and limited budgets and staffing capacities.”
 - Committing to conduct additional research, MDRC states, “need for evidence-based approaches that support men of color throughout the educational pipeline is evident”

Audrey shared a presentation ([attached](#)) on the work that Mt. SAC is doing to develop a Minority Male Initiative. The presentation emphasizes the need both for specialized support services and for academic interventions. As the MDRC report establishes, the Mt. SAC Minority Male Initiative recognizes the critical nature of coordination and collaboration and gives specifics of how this is being accomplished. Particularly powerful is slide 21, “What are your first impressions?” giving the responses to this question by participating students. Cabinet agreed that this initiative, now in its second year, is worthy of wide dissemination and publication.

3. Bill shared a recent paper, “Looking Forward: Demographic Change, Economic Shifts” ([attached](#)) that contains eye opening data and analysis. Examples:

- More than one-quarter of Californians are immigrants. Almost half of those are citizens. Nearly 50% of children in California have at least one immigrant parent. Together, immigrants and their children make up more over forty percent of the California population.
- Median Age by Race/Ethnicity: United States (**red**) and California (**blue**)

Non-Hispanic White		Asian or Pacific Islander		Native American		Black		Latino		Other	
43	45	36	39	33	37	33	36	28	28	20	23

- Percent of Families Living Below 150% of Federal Poverty Line by Race/Ethnicity, California, 2014

Non-Hispanic White	Asian or Pacific Islander	Native American	Black	Latino	ALL
19%	24%	22%	37%	38%	27%

4. Applications for the 2016 President's Student Sustainability Awards are available. Follow this [link](#) to apply and see the [attached](#) flyer for more information. There are five awards at \$500 each.
5. Cabinet continued its work on articulating actions and practices to protect undocumented students by establishing Mt. SAC as a Safe Haven. [Attached](#) is a message from myself as president spelling out the specifics. Other actions related to this issue are underway:
 - Resolution by the Mt. SAC Associated Students ([attached](#))
 - Resolution by the Mt. SAC Academic Senate ([attached](#))
 - Chancellor's Office Statement of Values and Commitment to Undocumented Students ([attached](#))
 - AB 21 (Kalra) Access to Higher Education for Every Student ([attached](#))
 - SB 54 (de León) Law Enforcement-Sharing Data ([attached](#))
6. Cabinet was joined by Dale Vickers, Acting Chief Information Officer, Chris Schroeder, Assistant Director of Infrastructure and Data Security and Bob Hughes, Director of Enterprise Applications Systems, to provide the IT Projects Quarterly Report ([attached](#)).
7. Cabinet discussed the current practice that students with fee holds cannot drop a class. This creates a "Catch 22" in which a student who signed up for a class and thus owes fees stops attending the class during the add/drop period but cannot drop the class because of the past due fee hold. As a result, the student fails the class and still owes the fees. Cabinet was pleased to hear that Bob Hughes was implemented a solution which he explained both in narrative form ([attached](#)) and with detail including screen shots ([attached](#)).
8. Cabinet reviewed a memo ([attached](#)) describing implementation of SB 1379: Part-time Faculty Reemployment ([attached](#)), and AB 1690: Part-time Temporary Employees ([attached](#)). Cabinet discussed the matters that are required to be discussed in negotiation with the Faculty Association.
9. Bill shared an update ([attached](#)) from our attorneys, Liebert Cassidy Whitmore, on a case in which a school district violated Title VII by prohibiting a transgendered employee from using both men's and women's restrooms. LCW advises, "under the California Fair Employment and Housing Act, discrimination on the basis of gender identity, gender expression, and transgender persons is prohibited."
10. Audrey provided an update on AP 5130—Financial Aid ([attached](#)) that updates and reorganizes the information about financial aid practices. Cabinet will review the draft and provide comment at next week's Cabinet.
11. Abe provided the [attached](#) Timely Employee Evaluations & Quarterly Cabinet Review. Efforts continue to reduce the number of past due evaluations, but 44 are still more than three months late. Cabinet discussed creating a set of circumstances that would officially postpone evaluations such as approved medical or family leave. Applying such standards would make the list of past due evaluations more reflective of employees that still need to be evaluated.
12. Abe shared the latest update ([attached](#)) on open positions being recruited.

13. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, 2/7)
 - b. AP 5130—Financial Aid (Revision/Addressing Loss of BOG Fee Waiver (**Audrey, 12/20**))
 - c. Implementing BP 6530—Closed-Circuit Surveillance Systems (Dave, Dale, Bill, 1/24)
 - d. Child Development Center: Budget and Productivity (Irene & Fawaz, 1/10)
 - e. Progress on Expansion of Summer Bridge Program (**Audrey & Irene, 12/20**)

14. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Implementation (Dave Wilson & Melonee Cruse, 1/10)
Executive Policy Group Training
 - b. Classroom Utilization Project (Joumana & Mika, 1/31)
 - c. Faculty Position Control Report (Irene, 1/24)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 1/24)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Mike & Gary, 3/7)
 - f. IT Projects Quarterly Report (Mike & Dale, 3/14)
 - g. Grants Quarterly Update (Irene & Adrienne, 1/24)
 - f. Text Messaging BP and AP (Yen & Dale, 1/10)