



## 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 20, 2016**

**Cynthia Hoover filled in for Abe Ali who is on vacation.**

1. Cabinet discussed the recently published 2015-16 Mt. SAC Annual Report ([attached](#)). The format is engaging and informative and tells the story of Mt. SAC well through the experiences of faculty, staff and students.
2. The Accrediting Commission forwarded an initial list ([attached](#)) of visiting team members who will evaluate Mt. SAC during the week of March 6, 2017. As there is no student services professional on the list, we imagine that others will be named. Cabinet also noticed that Barbara Beno, former president of the Accrediting Commission, is no longer with ACCJC and has been replaced by Interim President Richard Winn ([link](#)).
3. Cabinet reviewed a recent article ([attached](#)) about a report ([link](#)) on the great positive influence of early childhood education. A quote from the article:  
Providing poor children with high-quality early childhood education – from birth through age 5 – results in adults who are healthier, earning higher incomes and less involved in crime, according to a new study that followed participants for 35 years. The study showed a positive impact especially on boys and their families.
4. The City of Ontario ([article attached](#)) is now paying the community college enrollment fees of students who are Ontario residents, have just graduated from high school, are not eligible for other financial aid, and agree to provide community service. As this aid applies to Ontario students attending any community college, Mt. SAC will benefit as literally hundreds of our students hail from that city.
5. Audrey shared the latest draft of the BP ([attached](#)) and AP ([attached](#)) 5130 on Financial Aid. Given the extensive information in the AP, Cabinet recommended an outline format for the major sections. The added information greatly updates the previous version of AP 5130 ([attached](#)). One more read through is needed to finalize the changes.
6. A memo ([attached](#)) was received from the Academic Senate for California Community Colleges (ASCCC) noting that, as required by AB 1985—Advanced Placement Credit ([attached](#)), the Chancellor's Office in collaboration with ASCCC is about to begin development of a uniform policy to award a student who passes an Advanced Placement (AP) exam. Course credit would be courses with subject matter similar to that of the AP exam. Each community college will be required to adopt and post that policy. Cabinet agreed that this issue should be on our radar and should be discussed further in the Student Preparation and Success Council.

7. Cabinet was joined by Sheryl Sterry (HMC Architects) and Karen Gulley (Placeworks) to discuss a first draft of the Educational and Facilities Master Plan Public Involvement Plan ([attached](#)). Cabinet provided input on the “message” and on the plans for “town hall” meetings. The flyer ([attached](#)) could also use some work. Cabinet will provide more detailed feedback, and Sheryl and Karen will return next month to finalize the plan.
8. The Mt. SAC Board of Trustees will be developing a Board Resolution addressing post-election concerns of our students. As Mt. SAC President, I have prepared a statement ([attached](#)) assuring that our students’ rights, privacy and confidentiality are respected and upheld. Other community college Boards of Trustees have adopted statements of principles protecting student rights and privacy such as that by the Board of Trustees of the Foothill-DeAnza Community College District ([attached](#)).
9. The Common Assessment Initiative ([link](#)) is a project under development by the Chancellor’s Office to develop placement tests that are to be used by all community colleges. The project has been delayed by difficulties in assuring that the tests are free of bias and are accessible to all students. A recent meeting of the CAI Steering Committee ([agenda attached](#)) showed little promise nor did the recent memo ([attached](#)) from the state Academic Senate. Anticipating that Mt. SAC may need to increase our use of multiple measures in placement, Cabinet agreed to embark on several action steps.
  - Review multiple measure placement as used by other colleges: Long Beach City ([link](#), [attach](#)), Peralta CCD ([attached](#)), and MiraCosta College ([link](#)). (SP&S Council)
  - Pursue an enhanced data sharing agreement with CalPASS+ ([link](#)) to acquire high school transcript data. (Irene)
  - Have Articulation and IT work together to capture high school transcript data into Banner for use in multiple measure placement. (Audrey and Mike)
  - Pursue a waiver via Title 5 or Legislation to use multiple measures for placement. (Bill)
10. Cabinet reviewed the agenda ([attached](#)) for the Management Retreat scheduled for January 5-6 noting that Cabinet is invited for Friday, January 6<sup>th</sup>.
11. Mt. SAC received notice ([attached](#)) of the need to adopt a non-resident fee system for 2016-17. Mike is on it and will have the information for a Cabinet decision in January.
12. Cabinet approved an Immediate Need Request ([attached](#)) for \$31,524 to support supplemental instructors and tutors who had been funded with a one-time donation through the Mt. SAC Foundation.
13. Abe has produced a draft summary ([attached](#)) of contract language on performance evaluations.
14. 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. Implementing BP 6530—Closed-Circuit Surveillance Systems (Dave, Dale, Bill, 1/24)
  - c. Child Development Center: Budget and Productivity (Irene & Fawaz, 1/10)
  - d. Progress on Expansion of Summer Bridge Program (Audrey & Irene, 1/24)
  - e. AP 5130—Financial Aid (Revision/Addressing Loss of BOG Fee Waiver (Audrey, 1/10)
  - f. Planning for January 21<sup>st</sup> Board Study Session (**ALL, 1/3**)
  - g. Public Safety Job Descriptions (**Mike, Abe, Dave, 1/3**)

15. 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)
- h. Text Messaging BP and AP (Yen & Dale, 1/10)