



January 8, 2019

1. Cabinet reviewed and discussed the following information items:
 - a. Cabinet reviewed the *Administrative Services Quarterly Report* ([attached](#)). Highlights:
 - Information Technology is identifying computer systems that are at least five years old for replacement.
 - A new webpage ([link](#)) lists holds that block students from registering and has information on how to clear the holds.
 - A system prototype has been developed to move the Continuing Education functions into Banner 9.
 - A new portal function displays students' current major, and allows, in one click, for students to change their major.
 - Budget training, training, and training: Banner requisitions, online appropriation transfers, and P-card use.
 - The Wellness Committee had their annual Wellness Fair on November 30th.
 - An Emergency Evacuation drill was held October 11th. Major strengths and areas for improvement were identified.
 - The Facilities Planning and Management Team reports on timelines for Measure GO projects.
 - b. AB 19, the California College Promise ([link](#)), tied receipt of state funds to a requirement to offer federal loans. Because of fear of high default rates, which could lead to sanctions and denial federal aid programs like Pell Grants, nine community colleges have refused the AB 19 funds. [See the attached article](#).
 - c. A Higher Learning Commission report, "Defining Student Success Data—Changing the Conversation" ([attached](#)), discusses how the "completion agenda" is driving the definition of "student success." How to change the conversation about student success? Read the highlighted portions of the paper leading to:
 1. Clear understanding of the student population served along with their needs;
 2. Regular and ongoing involvement of students in the process of designing supports and making sense of data;
 3. Clarity of process to select and implement approaches that build upon and inform research; and
 4. Examination of what works and for whom and under what circumstances to achieve success.
 - d. The Emergency Preparedness Drill for Spring 2019 will be conducted on Thursday, April 11, 2019, from 10:00 to 11:00 am and 7:00 to 8:00 pm. [See the attached memo for more information](#).
 - e. We have received the Mt. SAC IPEDS Data Feedback Report, 2018 ([attached](#)), which is produced annually by the U.S. Department of Education based on data submitted by colleges across the nation. Observations:
 - Colleges chosen for comparison with Mt. SAC are too often small and rural making comparisons questionable.
 - Mt. SAC stands out for its diversity: Mt. SAC/Others in %: Hispanic 63/27, Asian 17/3, White 10/47, Black 4/10.
 - Mt. SAC stands out for its size: unduplicated 12-month credit headcount: 38,461 to 15,018 for comparison colleges.
 - Mt. SAC has low annual tuition: \$1,349 to \$2,400 for others.
 - Mt. SAC has a lower percent of full-time, first-time degree/certificate-seeking students awarded Pell grants: 45/58.
 - Mt. SAC has a higher retention rate, 79% to 65%. and a higher completion rate, 32% to 24%.
 - However, graduation race/ethnicity gaps persist: Asian 53%, White 38%, Pacific Islander 33%, Hispanic 25%, Black 20%.
2. Newly proposed AB 2 ([attached](#)), is proposed as an extension of this year's AB 19 Community College Promise from just one year to two years of no tuition for full-time first-time community college students.
3. Cabinet reviewed a proposed revision ([attached](#)) to BP 5050, Student Success and Support Program. Cabinet agreed with the changes and moved the BP forward to President's Advisory Council.
4. Cabinet reviewed a Chancellor's Office Student Equity and Achievement (SEA) Workgroup Agenda ([attached](#)). The Mt. SAC team attended a SEA workshop in October. Our team continues to be concerned about the SEA Program reporting templates. The attached agenda makes reference to, "CO [Chancellor's Office is] not interested in line item expenditures; [each college should] report on how it closes achievement gaps, supports funding formula, [and] attains local goals that supported student success."

5. Cabinet reviewed a Legal Advisory—Use of Criminal History in Hiring ([attached](#)) and found Mt. SAC is either in complete compliance or in the process of becoming so.
6. Cabinet was joined by Gary Nellesen, Director of Facilities Planning and Management. Discussion took place around Facilities staff assignments as lead or support. [See attached charts](#). The range of projects include major capital improvement projects, minor capital improvement projects, and special assignments such as Strong Workforce facilities, furniture, hazardous materials, and small infrastructure/scheduled maintenance work.
7. Discussion continued on summer efforts such as demolition of row buildings, initial studies for central campus infrastructure, and relocation of modular buildings. Rough sketches show new sites for modulars south of Building 28 ([attached](#)) and paths of access during central campus construction and use of 18A and 18B modulars for construction coordination ([attached](#)).
8. Cabinet reviewed the presentation ([attached](#)) to be made at the next Board meeting by RBC Capital Markets both on a \$25.7 million Measure RR Bond Anticipation Note and on a Measure GO \$311 million General Obligation Bond issuance.
9. Cabinet reviewed and approved ten new Requests to Fill ([attached](#)).
10. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
 - a. Update on Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 3/19)
 - b. Revisions to AP 5200 Student Health Services (Audrey, 1/22)
 - c. Revisions to AP 5020—Non-Resident Tuition (Mike, 1/22)
 - d. Review of Holds Placed on Student Registration (Audrey, Mike, 1/22)
 - e. Student Centered Funding Formula—Continued Follow Up
 - A. Tracking Student Participation in Cohorts (Student Support Workgroup (Dale, Antonio, Barbara, 1/22)
 - B. Noncredit Support of SCFF & Multiple Measures (Madelyn, 3/26)
 - C. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 3/19)
 - D. Auto Award/Near Completion/Selection of Major Projects (Audrey, George, Dale, 1/22)
 - E. Improve Selection of Major in Banner (Audrey, Francisco, Dale, 1/22)
 - F. *EAB Navigate* Schedule Building & Data Analytics (Student Support Workgroup--Dale, 1/22)
 - G. Increasing Financial Aid Awards: *ProVerify* software and Case Management (Audrey, Chau, Dale, 1/22)
11. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Duetta & Melonee, 3/26)
 - b. Room Utilization/Capacity-Load Ratio Project (Mika, Joumana, Kevin Owen, 4/9)
 - c. Faculty Position Control Quarterly Report (Joumana & Rosa, **1/15**)
 - d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 4/9)
 - e. IT Projects Quarterly Report (Dale, 3/12)
 - f. Grants Quarterly Update (Adrienne, 3/19)
 - g. Dual Enrollment Offerings at Local High Schools Quarterly Report (Joumana, Joel & Francisco, 2/12)
 - h. International Student Quarterly Update (Audrey & Darren, 3/26)
 - i. Academic Support Alignment Project Quarterly Report (Madelyn, Meghan, 4/23)

[Cap Load Ratio](#)