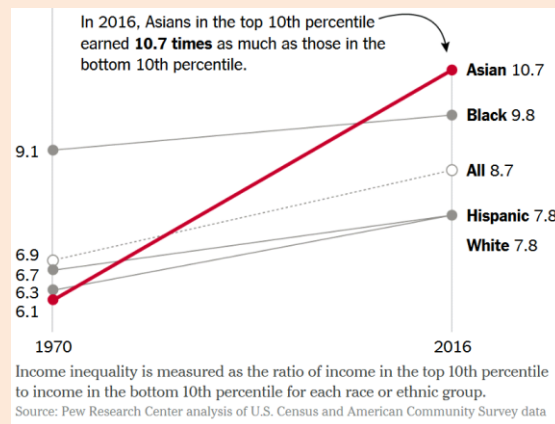




August 21, 2018

1. Cabinet reviewed and discussed the following information items:

- a. Clean-up legislation to the 2018-19 State Budget (AB 1840 Section 34--[attached](#) and SB 874—identical language to 1840) proposes to shift \$5 million from the \$50 million Classified School Employee Professional Development Block Grant Program for K-12 districts to the California Community Colleges.
 - These funds would be apportioned to community college districts based on the number of classified employees employed by the district in the immediately preceding fiscal year.
 - The Chancellor's Office would be tasked with providing districts with guidance regarding the expenditure of funds, including a requirement that the district consult with the exclusive representative of its classified staff in determining what professional development services or opportunities are provided to classified employees.
 - As budget trailer bills, they would become effective immediately upon the Governor's signature.
- b. Cabinet received the 2018-19 Institutional Membership List ([attached](#)) and will review the list for memberships no longer needed.
- c. Mt. SAC has submitted an application ([attached](#)) for the Board of Governors Sustainability Award for 2018. The proposal is based on the Mt. SAC Climate Action Plan ([link](#)).
- d. Classified Professional Development Day was a roaring success. See the agenda ([attached](#)) for the day. Kudos to all the classified staff volunteers who organized and conducted the presentations (and presenters).
- e. The Convocation Day Schedule of Activities ([attached](#)) looks to be an equally engaging and relevant day.
- f. Meghan Chen, Dean of Library and Learning Resources, shared the "Distance Learning Quick Stats 2017-18" report ([attached](#)). Great work throughout the campus in expanding and improving online education!
- g. *Money Magazine* has published a report ([attached](#)) entitled, "Half of the Top 10 U.S. Colleges Are in the Same State." That state is, of course, California. And the 5 in the top 10 are UC San Diego (#2), UC Irvine (#3), UCLA (#4), Stanford (#5), and UC Berkeley (#7). The criteria for the ranking (#1 through #727) include graduation rates, student economic mobility, and how many Pell Grant recipients graduate on time.
- h. The New York Times has published an article ([link](#)) entitled, "How 'Crazy Rich' Asians Have Led to the Largest Income Gap in the U.S." which leverages the popularity of the new romantic comedy "[Crazy Rich Asians](#)." The article has several statistical elements such as the income inequality data in the chart to the right.



2. Governor has taken action ([attached](#)) on several Community College Bills. More await Legislative action.

3. Bill reported that yesterday at AMAC, he approved an immediate programming change to provide a link to the portal "Update your first/given name" that will allow students to specify the name they would like to be called in class – their "preferred name" to appear on their class rosters. Faculty have been notified of this change and asked to help in informing students that they may visit their portal to update their preferred class roster first name if they wish. Note that this change is ONLY for the student class rosters. Once students make the change on their own portal, it will automatically update the roster for each class in which the student is enrolled. For all other college purposes, the student's legal name provided upon applying to the college will be used.

4. At the request of Chau Dao, Director of Financial Aid, the Chancellor's Office has provided guidance ([memo attached](#)) on the extent of authority the college has in verifying information on a student's application for the College Promise Grant (formerly the BOG Fee Waiver). A copy of the application is [attached](#). Four areas are addressed:
- 1) *Eligible Residence Classification*: California resident, non-resident AB 540 student, "T" or "U" visa holder, or without a residence in the last 24 months (homeless). Ed Code 6804.1 (**Note 1 below**) states that evidence of residence is required, however, an "***oath or affirmation***" may be required in which case the student need only show evidence of residence if requested by the college.
 - 2) *Special Eligibility Classifications*: VA certified veterans, certified National Guard member, and two others.
 - 3) *Eligibility Through Government Benefits*: TANF/CalWORKs, SSI/SSP, or General Assistance. **Documentation is required** for 3) and 4) by Title 5 58620(b)(2)(D) (**Note 2 below**).
 - 4) *Income Based Eligibility*: Dependent Student (Parent/RDP), Independent (Student & Spouse/RDP). An affirmation (**Note 3 quoted from the application**) is sufficient for income eligibility although the college may request copies of income tax returns.

Cabinet concurred that our Financial Aid Office shall verify College Promise Grants for students who submit a completed application—including the signed sworn affirmation—with documented proof required only for Special Eligibility and Eligibility Through Government Benefits (Method A).

5. Cabinet welcomed Dale Vickers, Chief Technology Officer; Ron Bean, Director of Academic Technology & Infrastructure; Chris Schroeder, Director of Infrastructure and Data Security; and Antonio Bangloy, Director of Enterprise Applications Systems, to present the IT Projects Quarterly Report ([attached](#)).
6. Cabinet reviewed a DRAFT MOU with Foothill Transit ([attached](#)) to continue the Class Pass agreement with Mt. SAC for 2018-19. The agreement is for one year and raises the reimbursement from Mt. SAC to Foothill Transit from 70¢ to 75¢ per trip taken by Mt. SAC students. The cost to students remains \$8.00 for every part-time student \$9.00 for every full-time student each semester. Cabinet supported the change which will be sent to the Board for approval.
7. AACC, with funding from the National Science Foundation, is hosting an Equity and Inclusion STEM Thought Leaders' Summit ([link](#)) on October 23-26, 2018 in Washington, DC. The summit is designed to broaden equity and access in STEM by sharing the promising practices and resources of the NSF's Advanced Technological Education (ATE) program with a focus on strengthening STEM technician education programs at minority-serving institutions. AACC seeks to engage up to 15 community college faculty and administrator teams. The event also includes the opportunity for the college teams to participate in the 2018 National ATE Conference ([link](#)). AACC will provide full travel support and cover the cost of registration fees for selected college teams to participate in the STEM Thought Leaders' Summit and ATE Conference. Mt. SAC has submitted an application ([attached](#)) for a team to participate.

Note 1: Each student enrolled or applying for admission to an institution shall provide the information and evidence of residence as deemed necessary by the governing board or district governing board, as appropriate, to determine his or her classification. An oath or affirmation may be required in connection with taking testimony necessary to ascertain a student's classification.

Note 2: Provide documentation that the student is a recipient of benefits under one of the programs identified in Education Code section 76300(g) and (h) ([link](#)) at the time of enrollment. Documentation sufficient to meet the requirements of this subdivision shall provide official evidence of these benefits.

Note 3: "I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and spouse/registered domestic partner's and/or my parent's/registered domestic partner's 20XX U.S. Income Tax Return(s)."

8. Bill will be attending a meeting of community leaders to discuss East San Gabriel Valley development opportunities ([attached](#)). These include 1) the Cal Poly Campus South Property (formerly known as Lanterman), 2) the Fairplex-La Verne Development Project, 3) a 13-acre parcel in Pasadena which will become available when Fuller Seminary moves to downtown Pomona in 2021, and 4) three separate properties (close to 20 acres total) to be sold by Pomona Unified School District.
9. Cabinet continued discussion of the Student Centered Funding Formula, today focusing on prioritizing and funding immediate actions discussed in the convenings on July 5th and 26th.

For Group #2—Student Services, Cabinet focused on the activities and objectives marked in **GREEN** on the [attached matrix](#) included in last week’s Cabinet Notes. Added to that matrix is a funding column with the following outcomes—**New Resource Allocations to be considered next week.**

Ed Plans	Purchase software to create student semester course schedules from Ed Plans with data analytic capabilities to improve course scheduling and program sequencing (possibly EAB or EduNav).
	Hire 2 Educational Advisors as coaches in special programs
	Hire 1 Educational Advisor in A&R for graduation petition follow up
	Fund IT to develop a report of students within 1 or 2 courses of completing a degree or certificate
Auto Award	Hire 1 educational advisor to work with students to clarify major designation
	Fund IT to develop system for accessible process to update major in Banner
Financial Aid	Purchase software to analyze and address FAFSA completion issues
	Hire 2 liaison FA positions to directly reach students
	Hire 1 new FA manager to oversee inreach/completion

For Group #1—Instruction, Cabinet focused on the activities and objectives marked in **GREEN** on the [attached matrix](#) included in last week’s Cabinet Notes. A general discussion took place on the needs below. **More specific funding recommendations will be considered at next week’s Cabinet.**

- Consider hiring full-time noncredit faculty for Math Review and English Review course offerings.
- Consider supporting the expansion of dual enrollment with staff, a counselor, and an assistant director.
- Consider increasing capacity and coordination for tutoring, supplemental instruction, and the success centers.

10. Cabinet discussed ideas for the Multiple Measure Workgroup charge and membership as mentioned Cabinet Notes from August 7th.
- The current membership reflects the needs of the work: co-chaired by Audrey and Irene (now Gregory) plus Gary Enke and Ned Weidner (English), Lina Soto and Patricia Maestro (Counseling), Jimmy Tamayo and David Beydler (Math), Antonio Bangloy (IT), Joumana, Karelyn, Matt, and Madelyn (Instruction)
 - The discussion on the charge to the workgroup will continue at the next Cabinet meeting. From 8/7/18:
 - Data on the impact on section enrollment and scheduling.
 - Guided self-placement to be used by those for whom the Assessment Questionnaire does not apply.
 - Validation of co-requisite courses in English and Math following the AB 705 guidance in the FAQ above.
 - Use of English and Math support both in preparation for enrollment and to assist those who struggle to pass the first enrollment—particularly the use of noncredit math and English courses ([see attached](#)).
11. Cabinet approved and Immediate Need Request ([attached](#)) for \$56,000 to pay for emergency electrical repair.
12. Cabinet received and updated list ([attached](#)) of vacant positions under active search.
13. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
- Update on Multiple Measures Placement Workgroup (**Audrey, Gregory & Team, 8/28**)
 - New Resource Allocation (All, 10/16)
 - Draft adopted budget for 2018-19 (**All, 8/28**)

- c. Student Centered Funding Formula (**All**, 8/14-Prioritize Actions; 8/21-Fund Immediate Actions; **8/28-Compile New Resource Allocation forms**; 9/2-Summarize 1. Intermediate/Long-term Actions, 2. Construct Draft Research Agenda, 3. Report on Policy Development Process)

14. Quarterly Reports to Cabinet

- a. Emergency Response Plan Quarterly Report (Mike Williams & Melonee Cruse, 11/13)
- b. Building 26A 2nd Floor Classroom Pilot Project (Mika, 9/11)
- c. Faculty Position Control Quarterly Report (Gregory & Rosa, 10/9)
- d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 9/11)
- e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 9/11)
- f. IT Projects Quarterly Report (Dale, 11/20)
- g. Grants Quarterly Update (Gregory & Adrienne, 9/18)
- h. Dual Enrollment Offerings at Local High Schools (Joumana & Francisco, 11/13)
- i. International Student Update (Audrey & Darren, 9/18)
- j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 9/25)

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Note 3: "I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and spouse/registered domestic partner's and/or my parent's/registered domestic partner's 20XX U.S. Income Tax Return(s)."