



December 18, 2018

1. Cabinet reviewed and discussed the following information items:
 - a. Bruce Rogers, Professor of Music and Director of Choral Activities, has developed a proposal ([attached](#)) for a Mt. San Antonio College Children's Choir serving 1st through 10th grade youth in the surrounding area. A new independent non-profit organization will oversee the choir. The relationship to Mt. SAC will be as contract education with fee-based choir training offered through the School of Continuing Education. In addition to fees, the operation of the choir will be supplemented through volunteers and donations to the non-profit organization. The attached proposal includes a comprehensive vision of the overall structure and function.
 - b. A federal district judge in Texas ruled last Friday ([attached](#)) that the Affordable Care Act's individual mandate was unconstitutional. The mandate is a penalty on individuals who decline to purchase insurance coverage. Construing this penalty as a tax, the U.S. Supreme Court ruled in 2012 that the individual mandate was constitutional under Congress' power of taxation. However, last year, Congress reduced the shared responsibility payment amount to zero, effective January 1, 2019. According to the Texas court ruling, when this change in the law takes effect, it will eliminate the individual mandate's constitutional hook.
 - c. Mt. SAC will again be implementing the Community College Survey of Student Engagement—scheduled for Spring 2019. ([See attached.](#)) Added is a set of Guided Pathways questions we will include. Locally determined questions are also a feature of the CCSSE or "sessy" as it is called.
 - d. Governor Brown has made appointments ([attached](#)) to the Student Centered Funding Formula Oversight Committee, a review body required by the enabling legislation passed this year.
 - e. The *Chronicle of Higher Education* has published an [article](#) with a revealing look "Inside the UC System's New Focus on Transfer Students. Below are a few of those insights.
 - After an audit found that the office of UC President Janet Napolitano had mismanaged funds, Governor Brown threatened to withhold \$50 million until UC met the auditor's recommendations.
 - As a condition to releasing the money, UC had to increase its share of transfer students.
 - In particular, Santa Cruz and Riverside, had to make "good-faith efforts" to quickly improve their freshman-to-transfer ratios. At the time, Santa Cruz's ratio was 3.3 to 1 and Riverside's 4.4 to 1 freshmen admits to transfers.
 - However, Santa Cruz had been adding "major preparation requirements" above system transfer levels "to make sure transfer students wouldn't flounder." The requirements led, predictably, to a dip in transfer students.
 - UC Santa Cruz had to act quickly—in the process considering "bad ideas" such as drastically decreasing the number of freshmen it admit or totally eliminating its major preparation requirements.
 - Instead, Santa Cruz dropped the 90 quarter/60 semester unit requirement and required transfer GPA from 2.6 to 2.4.
 - Staff visited 92% of community colleges, held 19 outreach events, and added a scholarship for relocation expenses.
 - f. A message ([attached](#)) was passed along from Executive Vice Chancellor Van Ton-Quinlivan summarizing her recently completed three month "sabbatical" and reporting that she returned to work last week.
 - g. Mt. SAC's participation in the Southern California Foothills Consortium for Study Abroad ([link](#)) is going well as shown by recent data ([attached](#)). Spain is a popular destination—note the Spring 2019 trip to Seville ([link](#)) already having 19 students signed up. Much appreciation to Maya Alvarez Galvan, Professor of English, and Becca Walker, Professor of Earth Science, for providing instruction to participating students.
2. Cabinet reviewed drafts of BP and AP 3565 Smoking on Campus as reviewed in President's Advisory Council. Cabinet also reviewed a legal opinion ([attached](#)) from our attorney's at Liebert Cassidy Whitmore. Cabinet agreed with the legal opinion that the statutory definition of smoking which now including vaping should be reflected in our policy and procedure. Cabinet revisions will be returned to PAC of both the BP ([attached](#)) and AP ([attached](#)).
3. Cabinet reviewed the Nossaman Legislative Report ([attached](#)).

4. Student Preparation and Success Council has been addressing AB 19—College Promise Initiative ([attached](#)). Mt. SAC has received \$938,511 for 2018-19. Our version would be called the “Promise+ Plus Program,” and Audrey shared a draft outline ([attached](#)) of how the program may function for Fall 2019-Spring 2020. Included are requirements for student eligibility and a menu of potential **FREE** support:

Loaner laptop	Mt. SAC Promise+ Plus shirt
\$250 book grant	Seminars-Coaching-Study Groups
Bus Pass on Foothill Transit	Priority Registration
\$75 on-campus food card	

5. Cabinet was joined by Adrienne Price, Director of Grants for the Quarterly Grant Update ([attached](#)).

6. Darren Grosch, Director of International Student Programs, and George Bradshaw, Dean of Enrollment Management, presented the Quarterly International Student Update ([attached](#)).

7. Cabinet was joined by Barbara McNeice-Stallard, Director of Research and Institutional Effectiveness, who reported on progress in aligning Mt. SAC’s Strategic Plan Goals and Key Performance Indicators to Chancellor Oakley’s Vision for Success. ([See the attached Chancellor’s memo on this requirement.](#)) President’s Advisory Council is working on this project, and the results to date of the mapping of our Goals and KPIs to those of the Chancellor are [attached](#). PAC will continue this review to meet the requirement of Board of Trustees adoption of the alignment map before May 31, 2019.

8. Continued Follow Up on the Student Centered Funding Formula (SCFF)
 - a. Cabinet was joined by Barbara McNeice-Stallard, Director of Research and Institutional Effectiveness.
 - Barbara presented a template ([attached](#)) that outlined Cabinet’s SCFF research issues and also reported on selected topics that had already been researched. **Cabinet will study the template and provide feedback and suggestions for the remaining elements prior to Barbara’s next visit to Cabinet.**
 - Cabinet discussed the preliminary results from the Assessment Questionnaire (AQ) Impact Project ([attached](#)) the purpose of which was to gather feedback from students and faculty about the AQ during fall 2018. Cabinet discussed the implications and the need for follow-up—still work to do!!
 - b. Cabinet was joined by Madelyn Arballo, Associate Vice President of Instruction, to discuss noncredit support for SCFF and Multiple Measures Placement. ([See the attached analysis.](#))
 - Cabinet discussed existing and potential impact of noncredit on several SCFF student success allocation point generating elements: 1) increase in financial aid; 2) completion of transfer level math and English; 3) completion of degrees, certificates, and transfer; 4) completion of 9 or more CTE units; and 5) attainment of a regional living wage. Cabinet reactions (imbedded in attachment and repeated here):
 - Cabinet supports a process and staffing to transition "likely" noncredit students to financial aid for credit courses.
 - Cabinet supports competency based math/English reviews (summer bridge) and remediation (semester dropouts).
 - Cabinet supports articulation/credit by exam agreements for noncredit CTE to credit CTE transitions.
 - Cabinet supports continued expansion of the partnership with County America’s Job Centers for credit and noncredit training and job placement.
 - Cabinet discussed Multiple Measures Placement and agreed that proposed support by noncredit ([attached](#)) for those whose high school performance does not yield reliable placement should be pursued.
 - c. Audrey presented a proposed plan ([attached](#)) for the “Close to Completion” Initiative. The goal is to identify current students who are within a course or two of completing a degree/certificate/transfer and provide assistance and/or incentives to take those courses now and receive their awards. The proposed plan consists of an outline of specific steps to make this happen.

9. Cabinet modified a New Resource Allocation ([attached](#)) for the DREAM Program upgrading the position approved on October 23rd from a Program Specialist I at \$60,000 to a Program Specialist II at \$85,614.

10. Abe reported on progress by the Management Steering Sub-Committee on Management Job Description Review, specifically on revisions to the “Manager” positions. ([See attached update, list, and next steps.](#)) He also reported on work by the Confidentials Steering Committee on revisions of job descriptions: Executive Assistant II ([attached](#)), Executive Assistant I ([attached](#)), and Human Resource Analyst ([attached](#)). **Cabinet will review these revisions and provide feedback at the next Cabinet.**
11. Cabinet approved one new Request to Fill ([attached](#)).
12. 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, 1/15)
 - c. Revisions to AP 5020—Non-Resident Tuition (Mike, 1/15)
 - d. Review of Holds Placed on Student Registration (Audrey, Mike, 1/15)
 - e. Feedback on Confidential Job Description Revisions (**All, 1/8**)
 - f. Community Workforce Agreement (**All, 1/8**)
 - g. 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, 12/18)
 - C. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 3/19)
 - D. Auto Award/Near Completion Projects (Audrey, George, Dale, 1/22)
 - E. Close to Completion Project (Audrey, George, Dale, 1/22)
 - F. Improve Selection of Major in Banner (Audrey, Francisco, Dale, 1/22)
 - G. *EAB Navigate* Schedule Building & Data Analytics (Student Support Workgroup--Dale, 1/22)
 - H. Increasing Financial Aid Awards: *ProVerify* software and Case Management (Audrey, Chau, Dale, 1/22)
13. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Duetta & Melonee, 3/26)
 - b. Building 26A 2nd Floor Classroom Pilot Project (**Gary, 1/8**)
 - c. Faculty Position Control Quarterly Report (Joumana & Rosa, 1/15)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (**All, 1/8**)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (**Gary, 1/8**)
 - f. IT Projects Quarterly Report (Dale, 3/12)
 - g. Grants Quarterly Update (**Adrienne, 12/18**)
 - h. Dual Enrollment Offerings at Local High Schools Quarterly Report(Joumana, Joel & Francisco, 2/12)
 - i. International Student Quarterly Update (Audrey & Darren, 3/26)
 - j. Academic Support Alignment Project Quarterly Report (Madelyn, Meghan, 1/22)