



March 3, 2020

1. Cabinet reviewed and commented on the following information items:
 - a. A recent article ([attached](#)) provided a nationwide perspective on higher education for incarcerated individuals. Only 10 states have the statutory authority to provide education within the confines of a prison or jail, with California being one of those which has that authority. As much as 58% of those incarcerated are interested in enrolling in post-secondary education. Advantages of the program are lowering of recidivism rates and higher employability. With funding from the LA County Department of Probation, a new Mt. SAC program (with no name yet) focusing on the formerly incarcerated will begin in July.
 - b. The recent Grants Update Board Report ([attached](#)) was shared.
 - c. The breadth of the Enrollment Management presentation ([attached](#)) was very well received by the Board at their Study Session.
 - d. The Department of Education is changing their definition of "regional," and accreditors will soon be able to accredit colleges across the country. WASC, which is California's four-year regional accreditor, has announced their intent to "broaden their reach" to universities and colleges outside of California, Hawaii, and the Pacific Islands ([attached](#)).
 - e. Mt. SAC's Guided Pathways for Success team has sent out a notice ([attached](#)) as the 2020 mini-grant call for applications to support faculty, staff, and managers in meeting the Guided Pathway Guidelines. Requests are due by April 13, 2020.
 - f. An article ([attached](#)) describes how colleges are attempting to serve adult students over the age of 25 in credit programs and support their ability to get through college. Their progress is compromised by having to work. Typically, they are mid-career adults looking for a career change. Many are not looking at changing employers or careers, but they need the training to either keep their jobs, promote within the organization, or change career paths. The article contends that an advantage of adult students is that they come in with competencies, but the challenge is to incorporate those competencies in the traditional credit system. Also, the support needed is different for this group. Experience shows that an effective model incorporates the student support in the course itself.
 - g. A PPIC survey ([attached](#)) measured likely voter opinions on the March 3rd election. It shows a 51% approval for Proposition 13 with 42% opposing and 7% undecided.
2. Cabinet reviewed a memo ([attached](#)) from the Chancellor's Office on AB 806 ([link](#)) which grants permanent extension of priority enrollment to homeless and formerly homeless students.
3. Cabinet reviewed a memo ([attached](#)) from the Chancellor's Office on AB 943 ([link](#)). The bill allows colleges to use Student Equity and Achievement Program (SEAP) funds to provide emergency financial assistance to eligible students to overcome unforeseen financial challenges that would directly impact a student's ability to persist in the student's course of study.
4. Cabinet reviewed the [attached flyer](#) which highlights of one of the Title V funded workshops, the Power of Our Data.
5. The College is entering into an MOU ([attached](#)) with Hathaway-Sycamores Child and Family Services for an LA County Health Service Agency (LAHSA) funded Campus Peer Navigator ([flyer attached](#)), with money provided by LA County Measure H. The project would provide Peer Navigators at every LA County community college to assist homeless students. Mt. SAC will provide work space for personnel and assist in referring students. The Peer Navigator will be on campus once a week.
6. The Gray/Red Shirt Academic Support Program (GRASP) provides student athletes a structured support program during their gray or red shirt academic year. The program provides weekly academic workshops, team bonding activities, support services, counseling, retention strategies, and reinforcements.

Currently, it is piloted for the football program with two assistant coaches and an adjunct counselor. The request was approved to move salary from a funded Educational Advisor that was previously approved (see [attached memo](#) and [attached currently funded salary](#)) but never filled to be hired as a Project/Program Coordinator for the GRASP program.

7. With the opening of the new stadium, Technical Services has sought the advice of an attorney on the Civic Center Act and how it applies to events on campus. The current BP 7600 ([link](#)) and AP7600 ([link](#)) discuss the use of facilities, but both need to be reviewed and clarified. This is particularly important as other large facilities will come on line soon. A group will be meeting this week to discuss the use of the stadium and other event facilities. There will also be further discussion on naming rights, BP 6620 ([link](#)) and AP 6620 ([link](#)).
8. Cabinet was joined by Madelyn Arballo, Associate Vice President, School of Continuing Education, and Rosa Royce, Chief Compliance and College Budget Officer, who provided an update ([attached](#)) on the SEAP Management Workgroup. There has been good management discussion on reviewing past SEAP allocations, with deep discussion specifically on SEAP funded positions. There is now a template for a fiscal account structure which will align all programs and services within the SEAP guidelines ([attached](#)). Rosa provided a graphic of the new structure of the allocation accounts for SEAP.
9. Madelyn provided an update on the SEAP State Workgroup which will meet again this week. There was consensus by the Funding Formula workgroup on metrics and weights for SEAP fund allocations: headcount (75%), equity (15%), and low income (10%). The Chancellor's Office communicated to the subgroup that a proposed SEAP formula should not include performance metrics. Information needs to be submitted by April to the Chancellor's Cabinet. Cabinet recommended that a constraint factor be implemented so that large swings in funding are not devastating to colleges. Madelyn reported that the SEAP Workgroup may be asked to make a presentation to the state on our practices.
10. Cabinet reviewed the Chancellor's Office memo ([attached](#)) on SCFF 2019-20 P1 Rebenching and 2018-19 Recalculation along with the Exhibit C 2019-20 allocation for Mt. SAC ([attached](#)) and for all CCC districts ([attached](#)).
11. There was a follow up discussion on the New Resource Allocations decided on at our last meeting:
 - a. Richard provided an analysis ([attached](#)) to reconsider the Child Development Center request for a Coordinator, Child Observation Lab. Approved for \$85,000 for a one-year, one-time allocation for two part-time positions. **Richard will report back on the dollar amount needed.**
 - b. There was further discussion on Chief Williams' briefing paper ([link](#)) to address the shortfall in parking funds. **Gary Nellesen, Morris, and Chief Mike Williams will work on a plan on pay lots and cost of student parking permits to bring back to Cabinet.**
 - c. The Foundation requested a reconsideration of their request for a shortfall in their operating expenses. Approved for \$50,000 on a one-time basis.
12. With two recent retirements, Cabinet agreed to approve filling the next two faculty positions, on the hiring priority list ([attached](#)). The positions are Foreign Language-Japanese/Korean and Child Development.
13. Two Requests to Fill were approved ([attached](#)).
14. Six revised classified job description were reviewed and approved by Cabinet for submission to the Board of Trustees:
 - Lab Tech II Biology ([attached](#));
 - Lab Tech II Chemistry ([attached](#));
 - Lab Tech II Physical Science and Engineering ([attached](#));
 - Project/Program Specialist ([attached](#));

- Student Outreach Specialist ([attached](#));
- Student Services Program Specialist I ([attached](#));
- Student Services Program Specialist II ([attached](#)).

15. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):

- a. Parking Pay Lots and Parking Permit Fees (Morris, Mike, and Gary, 3/24)
- b. SEAP Allocation Model (Audrey, Madelyn, and Rosa 4/28)
- c. Multiple Measures Placement Workgroup (Audrey, Joumana and Team, 3/24)
- d. Management Workgroup for SEAP funds (Audrey, Madelyn, and Rosa , 6/2)
- e. Student Centered Funding Formula—Continued Follow Up
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, 4/14)
 2. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 3/17)
 3. DOE and CalPASS-PLUS follow up for K-12 full participation (Barbara and Bill, 3/17)
 4. Auto Award/Near Completion (Audrey, George, Francisco, Dale, 3/24)
 5. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup-- Francisco, 5/19)
- f. Changes to AP 5520 – Student Discipline Procedures per Changes in Title V (Audrey, 4/7)
- g. Paylots/Permit Fees (Morris, 4/7)

16. Quarterly Reports to Cabinet

- a. Emergency Response Plan Quarterly Report (Duetta, 4/14)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, Joumana, and Kevin, 4/14)
- c. Faculty Position Control Quarterly Report (Joumana and Rosa, 4/14)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 5/19)
- e. IT Projects Quarterly Report (Dale, 3/17)
- f. Grants Quarterly Update (Adrienne, 3/17)
- g. Dual Enrollment at Local High Schools Quarterly Report (Joumana, Joel, and Lina, 4/28)
- h. International Student Quarterly Update (George and Darren, 4/21)
- i. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 4/7)