



May 3, 2022

George sat in for Audrey

1. Cabinet reviewed and commented on the following information items:
  - a. The [ACCCA Salary Survey Results](#) for community college executive management positions are out for both single and multi-campus districts.
  - b. The Chancellor's Office [DSPS Statewide Meeting](#) slides from April 20, 2022, is an update from the Statewide Taskforce. The Taskforce is looking at recommendations for a DSPS funding formula. The Chancellor's Office notes that the current funding formula is complex, confusing, and open to interpretation on how to operationalize the formula. The proposed formula is surprising, with base funding and post base funding of 90% of each college's DSPS headcount and 10% of the funds to match SEAP funding that each college contributes to DSPS. This results in an average funding per student of \$1,423.
  - c. An article from CALmatters, [Who's missing from California's community colleges](#), raises the red flag that we know too well—California's community colleges are experiencing huge enrollment declines due to the pandemic. However, what is interesting, in the student stories told in this article, is how the students made choices in dealing with their challenges during COVID, including the choice to postpone education. There is a lot going on in the lives of these students, and the narrative is not one size fits all. Some students are taking advantage of an above-minimum-wage labor market, but issues also include cost of college, caregiving responsibilities, and trouble accessing technology needed for college courses.
2. [Assembly Bill 1746, Student Financial Aid: Cal Grant Reform Act](#), is a bill authored by Cervantes which addresses changes to the Cal Grant program. This seems to have advantages to community college students and Bill has been promoting it in meetings with the legislators. It consolidates the Cal Grant into two programs (instead of four) and more of our students would be eligible.
3. In the review of our own BP and AP 3900 – Speech: Time, Place, and Manner, Cabinet reviewed [Coast CCD](#) version which has useful definitions of public and private spaces. **This PAC workgroup will continue the work on changes with added support from additional managers selected by Audrey and Kelly.**
4. Cabinet approved an [Immediate Need Request](#) for Information Technology for a consultant to develop the revised Technology Master Plan one-time for \$49,800. Morris notes that the current Technology Master Plan is in need of updating.
5. The Senate Budget Plan, [Putting California's Wealth to Work for a More Equitable Economy](#), focuses learning on additional K-12 funding but also includes [key higher ed priorities](#)—higher education compacts with UC and CSU which include roadmaps to completion and recruitment and retention plans for low-income and first-generation students; funding enrollment increases for UCs and CSUs; community college district budget improvements, which addresses SCFF funding; and underrepresented student support for programs such as MESA, Next Up, EOPS, Native American students, Puente Project.
6. Cabinet was joined by Meghan Chen, Associate Vice President of Instruction; Kevin Owen, Director of Technical Services; Brandin Bowman, Assistant Director of Technical Services; Gary Nellesen, Executive Director of Facilities, Planning, and Management; and Nafiseh Kaeni, Interim Senior Planner, to provide a report on Cap Load Ratio/Room Utilization. Highlights:

- The Fall 2022 schedule had its final download yesterday into 25Live and the Instructional Leadership Team is looking forward to see what reports are available in the system.
  - ILT will be comparing Fall 2022 to Fall 2019 to review and identify scheduling patterns to maximize face-to-face options on campus.
  - Instruction is already leveraging data dashboards in making decisions, including an increase in space utilization.
  - The office of Instruction and office of Research and Institutional Effectiveness are working closely in developing an enrollment research framework to inform enrollment management decisions across multiple facets of the schedule.
  - Gary notes that, according to state standards, we are above state standards for efficient utilization of lecture space, but underutilized for lab space.
  - The Division admins can schedule directly in 25Live for non-course events in their areas.
7. Cabinet was joined by Meghan Chen, Associate Vice President of Instruction; Antonio Bangloy, Assistant Director of Academic Technology and Infrastructure; Marlyn Holt, Acting Director of Dual Enrollment; Marisa Fierro, Acting Assistant Director of Dual Enrollment; and Chuong Tran, Assistant Director of Enterprise Application Systems, to provide a report on [AB 30](#). Highlights:
- The Dual Enrollment application packet is now totally electronic and was piloted in Winter 2022. The process is being evaluated to see if there are changes that need to be made. They are working with IT on adding dual enrollment CCAP students for Summer 2023.
  - A prototype and logic have been developed to streamline dual enrollment CCAP (AB 288) students for one application per academic year. The application will be able to identify whether the student is CCAP or Special Admit. This information will help with research, tracking, and reporting information. This will go live next week.
8. Cabinet was joined by Chris Dickson, Director of International Students; and Paty Montoya, Assistant Director of Admissions and Records, to provide a report on the [International Student Program](#). Highlights:
- For 2021, there was a 1.2% decline in new student international enrollment and a 16% decrease in K-12 international student enrollment.
  - The March 2020 changes to the Student Exchange Visitor Program COVID-19 policy guidelines continue into 2022-23.
  - New students (initial status) who are out of country can continue to be totally online, but they are not classified as F-1 visa students; they are classified as non-residents and pay non-resident tuition.
  - Embassies are still seeing a backlog and some students have had to defer their admittance who could not get a timely visa.
  - A new premium processing service is being offered by the Citizenship and Immigration Services.
  - LowerMark continues to offer student insurance to F-1 visa students.
  - Total F-1 student enrollment is down year-over-year, but this was expected due to the pandemic and visa backlog.
  - The team is continuing to attend virtual recruitment fairs, as well as an in-person conference.
  - Using Keystone Academics digital recruiting service, for Spring 2022, the International Students Program has seen 96,126 impressions, 3,333 clicks, and 966 leads. This resulted in 22 applications received, 13 applications accepted, and 5 students enrolled.
9. Cabinet approved the [Request to Fill Log](#) for the following positions:
- [Coordinator, Project/Program](#) (Professional and Organizational Development)
  - [Director, Community and Contract Education](#)
  - [Professor, Deaf and Hard of Hearing](#) (Noncredit)

10. Sokha reported:

- There are management discussions continuing regarding non-instructional faculty schedules.
- Reclassification requests are expected to be vetted by managers and Vice Presidents.

11. Morris reported:

- He met with Foothill Transit on the implementation of the inclusion of bus service on Metro. He will be working on updating the MOU and an update to the system that will allow cards to be used on both Foothill Transit and Metro.

12. George reported:

- There needs to be a determination on “V” grades that affects the repeatability of a course for students. **Cabinet decided that there will be no more “V” grade determination as the campus COVID impact is done.** The direction is to put together a workgroup that will determine the temporary conditions from transitioning from “no determination of standing” to “determination of standing” that results in a classification of probation (but not dismissal) and to work with counseling and other support programs on campus on how to assist students with how to transition off probation. This will be a special approach in assisting students to get off probation related to this issue.

13. Kelly reported:

- She is excited about summer registration starting tomorrow, May 4. Division offices will continue to collaborate with department chairs and coordinators in transitioning modality of classes as demonstrated by student demand.
- The Accreditation Core Group is excited about the progress of the accreditation Weaving Teams. The Weaving Teams are working diligently to identify evidence and finalize the narrative for their respective accreditation standards.
- The 13<sup>th</sup> Annual Kepler Distinguished Lecturer and Scholarship Dinner was hosted in Heritage Hall with featured lecturer, Dr. Paul Weissman. Students from the Culinary Arts program organized, prepared, and served a delicious meal for the attendees.
- Many thanks to the Academic Senate and the Faculty Association leadership teams for joining the Instructional Leadership Team in April.
- Mt. SAC’s report to the Chancellor’s Office on AB 705 has been completed, reviewed, and finalized and is ready to submit. This report required input and feedback from the math, ESL, noncredit, and English faculty. This was a collaborative effort with the Academic Senate.
- Last week’s Extended PAC convening was a success! This engaging and informative convening focused on strategic planning that generated feedback and input to be reviewed by the Institutional Effectiveness Committee. The next steps include additional review and discussion with the Institutional Effectiveness Committee to identify and recommend a formal strategic implementation plan and timeline to PAC.

14. Madelyn reported:

- She spoke to the Chancellor’s Office about system-wide noncredit issues including attendance collection, stakeholder workgroup, and future technical assistance. They asked our opinion about their proposals. There should be an RFP released soon for a college to operate a noncredit TAP (technical assistance provider) as well as form a noncredit stakeholder group to meet with the CCCC periodically.
- The ACCE board, which is the statewide noncredit and community education professional group, met with the Chancellor’s Office about AB 1705 which contains incorrect noncredit language as well as some concerning language included in the bill referencing noncredit. It was evident that the ACCE board needs to speak with Irwin’s office, so Ashley is arranging a meeting.
- This week Aisha Lowe, Chancellor’s Office Vice Chancellor, will be presenting the title 5 changes to work experience that will include work experience as a noncredit class, and thus, an opportunity for apportionment

to a small group of noncredit colleges. This will open up opportunities for our noncredit short-term vocational courses.

- A coalition of noncredit programs in five community college districts, including Mt. SAC, submitted a budget proposal to the Governor's Office. The districts are: Mt. SAC, Kern, LACCD, San Diego CCD, North Orange, and San Francisco City College and the proposal is a pilot to develop a roadmap for pathways. The proposal also included shifting to a census-based attendance model like credit for some noncredit vocational courses. There is interest by legislators because it is in line with the state agenda for serving immigrants and underrepresented adults and offering short-term courses as pathways to employment and college.

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

- a. Return and Recover Initiative:
  1. Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Assistant Director, Academic Technology, 4/26)
  2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 4/26)
  3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 4/26)
  4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 4/26)
- b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, 5/17)
- c. Student Centered Funding Formula—Continued Follow Up:
  1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 7/5)
  2. EAB Navigate Schedule Building & Data Analytics (**Student Support Workgroup—Francisco, 5/10**)

16. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta and Sayeed, 7/19)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 8/2)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 7/19)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 5/17)
- e. IT Projects Quarterly Report (Anthony, 5/17)
- f. Grants Quarterly Update (Adrienne, 7/19)
- g. International Student Quarterly Report (Chris, George, and Paty 8/2)
- h. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 5/24)
- i. Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, 6/14)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 5/24)
- k. Title V Quarterly Report (**Lisa and Lizette, 5/10**)
- l. AB 30 (Dual Enrollment, A&R, and IT, 8/2)