

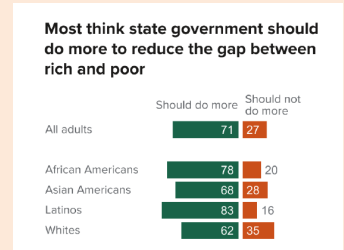


November 15, 2022

Shannon sat in for Morris

1. Cabinet reviewed and commented on the following information items:

- a. The Los Angeles Regional Consortium provided a [Round 7: SWP Regional Project Presentations](#) to the Consortium members. These are the regional projects that were approved with a total allocation of \$16,584,354. Mt. SAC serves as lead for two of the funded Regional Projects—Center for Competitive Workforce and 2022-2023 Faculty Hub. Noncredit has now been prioritized for ongoing funding as a Cornerstone Project and Mt. SAC serves as the lead on Noncredit Career Pathways.
- b. An article from PPIC, [PPIC Statewide Survey-Californians and Their Economic Well-Being](#), is a depressing report. Key findings show the disparity between the rich and the poor. Particularly, what jumps out, is the lack of equity that is happening in California. Community colleges are working hard to give students what the state should be providing—affordable housing, job training programs, and access to free higher education. This article asks the State to take some responsibility.
- c. An article from the Chronicle of Higher Education, [Ten Ways Colleges can Diversify After Affirmative Action](#), signals the likely end to affirmative action in college admission. The article is well written and is interesting in chronicling how affirmative action has been used and interpreted over time. Ten research-backed solutions to improve diversity in enrollment were outlined, one of which is increasing community college transfers. This report cites California public universities as achieving diversity in student admission without using affirmative action. Those 10 ways do not disrupt access to education at all.
- d. The [Vacant Positions Under Active Search](#) log was reviewed.



2. Cabinet continued the discussion of the Block Grant Requests Brief Summaries and comments on those requests. This will be a continued discussion with continuous refining of information over the next few meetings.

3. Cabinet was joined by Kevin Owen, Director of Technical Services, and Brandin Bowman, Assistant Director of Technical Services to provide information on the Student Center Baseline Schedule Process. Highlights:

- A new process will be established for the third floor of the Student Center. It is modeled after the Performing Arts Center Baseline Schedule.
- The schedule is produced yearly to ensure there are no scheduling conflicts, as well as to prioritize campus events.
- Baseline events are events that are annually scheduled and have over 200 attendees.
- Smaller events for the building will be scheduled through 25Live on a first come, first served basis.
- A baseline spreadsheet will be sent to Cabinet-level Executive Assistants to compile a list from their areas.

4. Cabinet was joined by Anthony Moore, Chief Technology Officer; Antonio Bangloy, Director of Enterprise Application System; Monica Cantu-Chan, Director of IT Project Implementation; Chris Schroeder, Director of Infrastructure and Data Security; and Michael Carr, Director of Academic Technology, for a quarterly update on [IT Projects](#). Highlights:

General

- The Technology Master Plan student and employee surveys are complete, and the draft of the initial data has been reviewed.

- The AB178 Funding self-assessment has been submitted to the Chancellor's Office.
- IT participated in a Chancellor's Office webinar that covered recent fraud techniques.
- Staff completed two days of DISC training personal assessment tool and engaged in profile assessments to improve teamwork and communication.

Academic Technology

- The WEPA student printing update is going well; it's been a collaborative effort with all areas and students. Students are having a good experience using the printers, and the volume of usage is going up. Students are using their mobile phones for printing.
- A student technology support website has been created as an informational support for students. Over the last three months, there have been 598 visitors.

Infrastructure

- The adoption of AWS is continuing with virtual private gateway testing was successful.
- IT continues to mitigate security attacks and continues the evaluation of multifactor authentication requirements.
- Work is continuing improving guest WiFi accessibility as well as additional Wi-Fi accessibility for the general campus.

Enterprise Application Systems and Project Management

- A pilot program for online orientation has been completed for noncredit online exposure.
- A self-service page for the GoPass Program from Metro has been implemented.
- IT has collaborated with Purchasing and modified the current 4-hour requisition training to a 45-minute e-learning training through POD.
- Current projects in the works are the T2 Parking Management System, Cognos pilot for Human Resources, Ocelot Chatbot, and EAB One-click registration.
- The Etrieve by Softdocs forms automation system is now available for Cohort/Attribute Request Form and Articulation Agreement. Forms in development/training for the REACH Program, Articulation Campus Form, Articulation Maintenance, and Articulation Student Request.
- Six Banner database upgrades/patches were installed as part of the prerequisites for EAB Navigates one-click registration.
- Ethos Identity (SSO) was upgraded to address the vulnerability issues reported by Ellucian.
- Google storage is no longer free and unlimited. The goal is to reach 180 TB by January 1, which is currently just below 600TB.
- Impact is live in Canvas, providing inline help text on analytics for students and faculty.
- Chatbot by Ocelot will pilot next month with Financial Aid.

5. Cabinet approved a proposal to reclassify the Director, Career Education to an Associate Dean position that will report to the Vice President of Instruction, but whose work will be directed and coordinated by the Dean that serves as the LARC voting member (currently that is the Dean of Business). **Kelly will work on facilitating the needed documents for this change.**
6. Cabinet approved the [Request to Fill](#) log for the following positions:
 - [Administrative Specialist I](#) (Community and Contract Education)
 - [Administrative Specialist III](#) (Counseling and Guidance)
 - [Assistant Director, Community and Contract Education](#)
 - [Coordinator, Student Activities](#)
 - [Program Account Specialist](#) (Career Education)
 - [Student Services Program Specialist II](#) (Financial Aid)
7. Sokha reported:
 - CSEA 262 negotiations for 2021-22 have closed successfully.

8. Shannon reported:

- Risk Management is working with areas to ensure that appropriate PPE is ordered.
- Construction projects are moving along and will be heard in CMPCT today.

9. Audrey reported:

- The First Peoples Native Center Grand Opening in the Equity Center went well. They are finding that several faculty members are going into these spaces in the Equity Center to meet students.
- Our Rising Scholars program has one of the highest participation rates out of California community colleges serving formerly incarcerated. The current State allocation is for three years, and the LA County grant for this program ends this coming June.

10. Madelyn reported:

- The most recent CNA cohort tested in the last two weeks and every student in the cohort has passed. It keeps the tradition of our high CNA and EMT passing rates.
- They will be applying for the CCCCO planning grant for apprenticeships, and the goal is to start it with EMT, medical assistant, and CNA; pharmacy technician will be harder. They may apply for the implementation as well.
- Fall NC FTES to date have matched Fall 2021 as of week 12. There are opportunities to expand in all the NC programs if they can find faculty. There is still a lag in waiting for new faculty to get certified for online instruction.

11. Kelly reported:

- Registration for Winter 2023 began last week. Enrollment is trending 67% online, 3% hybrid, and 30% face-to-face. In addition, FTES numbers are down (9.2%) from Winter 2020 but up (3.1%) from Winter 2022. Deans and Associate Deans will work closely with department chairs and coordinators in schedule adjustments based on enrollment trends and student demand. Winter 2023 sections scheduled: 52% online, 3% hybrid, and 45% face-to-face.
- The Instructional Leadership Team and Student Services will finish their ranking process of the faculty prioritization submissions on Wednesday. AMAC is scheduled to finalize the faculty rankings on Monday, November 21.
- The Salary and Leaves Committee (SNL) is reviewing and scoring the sabbatical leave requests.
- Members of the Instructional Leadership Team are reviewing the instructional equipment requests and will finalize the ranking process on November 30.
- The Fall 2022 Speech Showcase will be held on Tuesday, November 22, in Building 13, Room 1700, from 7-8:15 PM. Students have been working hard and are excited to showcase the speeches that they have been working on all semester. They will also be holding a reception with refreshments in the team squad room (Building 26D Room 1441) afterward.
- American Bar Association (ABA) Continued Approval Process. Many thanks to Abby Wood, who has led the efforts to re-approval the American Bar Association certification process for the paralegal program. Members of the ABA Board will be on campus later this week to interview and validate the Mt. SAC Application.

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

a. Return and Recover Initiative:

1. Student Retention and Enrollment Outreach (Leads: Tannia Robles, Laura Sherwood, Denise Bailey, Pedro Suarez, and Sylvia Ruano 1/24)
2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, Lina Soto, and Aida Cuenza, 1/24)
3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 1/24)
4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 1/24)

- b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, TBD)
- c. Student-Centered Funding Formula—Continued Follow-Up:
 - 1. Noncredit Support of SCFF & Multiple Measures (Tami and Shannon, 1/3)
 - 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 11/29)

13. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta and Sayeed, 1/17)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 2/7)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 1/10)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 11/15)
- e. IT Projects Quarterly Report (Anthony, 2/21)
- f. Grants Quarterly Update (Adrienne, 1/17)
- g. International Student Quarterly Report (Chris, George, and Paty 2/7)
- h. Academic Support Coordination Project Quarterly Report (Romelia, 1/3)
- i. Guided Pathways Quarterly Report (Meghan, Elmer Rodriguez, and Michelle Nava, TBD)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 12/20)
- k. Title V Quarterly Report (Lisa and Lizette, 12/13)
- l. AB 30 (Dual Enrollment, A&R, and IT, 12/20)
- m. Accreditation Core Group Update (Lianne, Barbara, Allie, Patty, Michelle, and Laura, 12/13)
- n. Financial Aid Update (Manuel, 1/10)
- o. [MESA Program Implementation](#) (Pending, TBD)
- p. [Research on Enrollment: Wait Lists, Evening Student Loss](#) (Quinones, TBD)
- q. [Apple Resources: App Design, Apple eBooks Online](#) (Pending, TBD)
- r. Student Equity Plan (Pending, TBD)