

## **President's Cabinet Action Notes** **May 13, 2025**

1. Cabinet reviewed and commented on the following standing items:
  - a. Marketing and Public Affairs provided the following updates:
    - The Jack Kent Cooke Scholarship press release will be released today, congratulating student Megan Lohans for her selection as one of 90 students to receive this prestigious national award.
    - The West Covina Unsung Heroes breakfast is scheduled for Thursday.
    - Jill has been working with legislative representatives who will be participating in the Child Development Center's 50<sup>th</sup> anniversary.
    - An Ed Source reporter will be on campus today to interview some School of Continuing Education program team members for an article focused on Noncredit education.
  - b. Cabinet approved the [Request to Fill Log](#) for the following positions:
    - [Administrative Specialist III](#) (Behavioral Health Services)
    - [Manager, Financial Aid and Special Programs](#)
    - [Administrative Specialist IV](#) (ACCESS)
  - c. The following Emergency Funding Requests were reviewed and approved:
    - [Stars of Excellence](#) – A \$21,792 one-time funding request to cover Spring Athletic teams' post-season competition costs.
2. Koji Uesugi and Kevin Owen joined Cabinet to provide an update on Commencement. The 2025 Commencement Ceremony is scheduled for Friday, June 13, 2025, at Hilmer Lodge Stadium. Parking lots will open at 2:00, with the Stadium gates opening at 3:30 p.m. Graduates have until June 6, 2025, to complete registration for participation in the ceremony. Additional information can be found at the [Commencement 2025 webpage](#).
3. Cabinet reviewed the following proposed revisions to Board Policies and Administrative Procedures:
  - [AP 3110 – Academic Department Reorganization](#) (Revised) – Approved to move forward for PAC review.
  - [BP 2730 – Health Benefits](#) - (Revised) – Approved to move forward for PAC review.
  - [AP 3300 – Public Records](#) - (Revised) – Approved to move forward for PAC review.
  - [AP 6530 – College Vehicles-Transportation](#) - (Revised) – Approved to move forward for PAC review.
  - [AP 7145 – Personnel Files](#) - (Revised) – Approved to move forward for PAC review.
  - [AP 7380 – Retiree Health Benefits – All Employees](#) - (Revised) – Approved to move forward for PAC review.
  - [AP 7650 – Subpoena Process](#) - (Revised) – Approved to move forward for PAC review.

4. Cabinet discussed the Baccalaureate Degree Workshop offered in partnership with the Chancellor's Office and the Baccalaureate Degree Program Steering Committee. The Workshop is intended to cover the application process, implementation of approved programs, and networking opportunities. Since Mt. SAC is not planning to offer a new baccalaureate degree program at this time, this was provided for information only.
5. With the help of Adrienne Price, we applied for the Aspen Institute – Unlocking Opportunity, which is a 3-year professional development opportunity that engages community college leaders and teams in designing and implementing reforms. The goal is to significantly increase the number of students who complete high-value programs.
6. Cabinet continued to review the progress of Mt. SAC 2035. Vice Presidents were asked to review the draft plan and provide feedback.