



## President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Irene Malmgren, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*  
Mike Gregoryk, *VP of Administrative Services* • Peter Parra, *Interim VP of Human Resources*



**July 19, 2016**

**Vic Belinski sat in for Mike Gregoryk who was at a conference  
Jim Jenkins, Dean of Social Science & Humanities, sat in for Irene Malmgren who was in  
Sacramento**

1. Bill shared the press release ([attached](#)) announcing the appointment of Long Beach City College President Eloy Oakley as our new state Chancellor.
2. Cabinet discussed topics for the August 12<sup>th</sup> Classified Professional Development Day Opening Meeting:
  - Accreditation: What does it mean for Mt. SAC? Overall context of the Self-Evaluation Report
  - Professional Development Opportunities: IT training, Great Staff Retreat
  - Cabinet Notes: Purpose, Value to Classified
  - Educational Master Plan/Facilities Master Plan: Participation (parking, torn up campus)
  - CSEA 262 Contract: New Provisions, Revisions
  - "Moving Up at Mt. SAC" Workshop
3. Cabinet was joined by Yen Mai, Director of Marketing and Communication, and Eric Turner, Manager of Application Support and Development, who presented a draft outline ([attached](#)) for a Request for Proposals to obtain specialized consulting on web design and social media marketing. Cabinet provided input, and Yen and Eric will return with draft language for the RFP.
4. Bill shared a summary ([attached](#)) of the function and services of the Penn Center for Minority Serving Institutions.
5. Bill shared a monograph ([attached](#)) from Burning Glass entitled, "Five Skills You Will Need in the Job Market." Irene will share the paper with the Instruction Team and discuss with faculty the possibility of developing classes on employability skills for liberal arts majors and also for CTE students to learn how to achieve success in the business field of their major.
6. Cabinet reviewed the final report ([attached](#)) from our consultant carrying out the Clery Act/Title IX Compliance Assessment process. We still have work to do. Cabinet commented in particular on the need to clarify the roles of faculty in the reporting process
7. Bill shared an update ([attached](#)) from our attorneys, Liebert, Cassidy & Whitmore on a legal challenge to provisions in the U.S. Office of Civil Rights has issues directives and taken enforcement actions whereby the complainant assert that OCR has unlawfully expanded the nature and scope of institutions' responsibility to address sexual harassment. This is another in a series of legal challenges to increased executive authority exercised by the Obama Administration.

8. Cabinet reviewed action ([attached](#)) taken by the California State Board of Education on standards for “college and career readiness” and other areas to be utilized as performance measures for high school students seeking graduation. This system would replace the high school exit exam and the state testing which was abandoned more than two years ago. The [attached](#) presentation deck gives a more readable summary of the college and career readiness standard. Cabinet found it curious that there was not greater involvement of community colleges and state universities in the process.
9. Cabinet continued discussion on topics for our “Innovation and Excellence” marketing campaign. Topics mentioned were 1) the success of the Honors Program in student transfer to UC campuses, 2) the scope and effectiveness of our Deaf & Hard-of-Hearing Program, 3) the high employment rate and wage gain of our CTE graduates, 4) the Financial Literacy Initiative, and 5) the number of Mt. SAC graduates who are employed at Mt. SAC, “coming home to give back.”
10. Peter shared the latest update on active job searches ([attached](#)) and positions approved for hire ([attached](#)) at this Cabinet meeting.
11. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
  - a. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, 8/9)
  - b. Text messaging (Yen & Vic, 8/30)
  - c. Next Steps on the Foothill Transit Center (Mike, 9/6)
  - d. Student Holds: Establishing, Communicating, Clearing (Joumana, 8/16)
  - e. Update on Classroom Technology Standards (**Mike, Vic, Bill Eastham, 7/26**)
  - f. Phase 5 of New Resource Allocations—One-time Funds to Begin 2016-17 (**All, 7/26**)  
Considerations:
    - 1) Internal Auditor
    - 2) Classroom Furniture (Room Utilization)
    - 3) Marketing
    - 4) On-Campus Student Internships
  - g. AP 6750—Traffic and Parking Regulations (Mike & Dave Wilson, 8/9)
  - h. BP and AP on Loss of BOG Fee Waiver (Audrey, 9/13)
  - i. More Ideas for Innovation and Excellence Marketing (All, 8/16)
  - j. Implementing BP 6530 Closed-Circuit Television Surveillance Systems (Dave, Vic, Bill, 8/16)
  - k. RFP for Consulting on Web Design and Social Media Marketing (Yen & Eric, 8/9)
12. Quarterly Reports to Cabinet
  - a. Emergency Response Plan Implementation (Melonee Cruse, 8/16)
  - b. Classroom Utilization Project (Joumana & Mika, 10/25)
  - c. Faculty Position Control Report (Irene, 8/16)
  - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 8/16)
  - e. Construction Project/Scheduled Maintenance Quarterly Report (Mike & Gary, 9/6)
  - f. IT Projects Quarterly Report (Mike & Vic, 9/13)
  - g. Grants Quarterly Update (Irene & Adrienne, 9/27)
  - h. Expansion of Work Experience (Irene & Audrey, 9/6)