



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* • James Czaja, *VP of Human Resources*



March 31, 2015

1. Cabinet discussed BP 7340, Leaves ([attached](#)) and AP 7351, Sick Leave for Temporary Employees Not Represented by a Collective Bargaining Unit ([attached](#)). These changes are dictated by AB 1522 ([analysis attached](#)). Cabinet agreed with changes to this BP and creation of this new AP and passed them on to PAC for recommendation.
2. Cabinet reviewed a recommendation by CSEA 262 to have the Board of Trustees approve a resolution ([attached](#)) naming the week of May 17-23 as Classified School Employee Week. Cabinet agree with the caveat that the resolution name both CSEA 262 and CSEA 651.
3. Cabinet reviewed notes from the Chancellor's Consultation Council meeting of March 26 ([attached](#)).
 - Mt. SAC will be applying for consideration for the one opening for the BA degree.
 - Changes in the growth formula have been rejected by Department of Finance whose requirements are problematic for community colleges—including Mt. SAC.
4. Cabinet was joined by Carolyn Keys, Dean of Student Services; Marti Whitford, Student Health Center Director; and Lorraine Jones, Equal Employment Opportunity Director, on the matter of campus sexual violence. Recent changes at the federal and state level require specific actions by the college. At the April Board of Trustees meeting, this issue and the range of requirements will be presented and discussed with the Board. This will create a foundation and context for the Board to act on soon-to-be-proposed revisions to BPs and APs to reduce sexual violence, to provide additional protection and support to victims, and to strengthen discipline practices for perpetrators.
5. Mt. SAC will become part of the regional health occupation pipeline project directed by the Convergence Group ([attached](#)) which is part of the Inland Empire Economic Partnership. Irene will be the contact. This group "will create collaborative community relationships, policies and structures to enhance the health and economic wellbeing of the Inland Region of Southern California by facilitating the local education and placement of health service providers."
6. The March 30 Enrollment Comparison Report ([attached](#)) was reviewed. Cabinet discussed the status of FTES generation for the year and strategies for summer, also beginning the discussion of FTES targets for 2015-16. We will readily make the 2014-15 state funded growth of 2.75%, ending about 4% for the year. We are still waiting for the "recalculation" of our unfunded overcap growth from 2013-14, which at about 800 FTES, is likely to remain unfunded and roll over to next year—meaning that increased course offerings next year need not be excessive.

7. In analyzing the availability of Foothill Transit bus lines in light of the Class Pass system, it has been evident that their bus lines from the Baldwin Park area require both longer time (about an hour) and a transfer whereas Metro's Line 190 is more direct (about 37 minutes) with no transfer. For students to use Class Pass it would be an advantage for Line 190 to be run by Foothill Transit. A resolution to that effect ([attached](#)) will be recommended for support by our Board of Trustees.
8. Cabinet reviewed Jill Dolan's Governmental Relations Update of March 27 ([attached](#)). Concern was expressed on SB 186 which would involve Mt. SAC in disciplining students for their off-campus behavior.
9. Mike presented an update ([attached](#)) on the Classroom Utilization Project. An inventory of student stations in approximately 300 classrooms has been completed. This inventory shows that actual room seats differ from the Banner listing in about 25% of the rooms surveyed. There will be a meeting with Instruction to reconcile differences. On this project, Facilities Planner Mika Klein will lead the Administrative Services team and Executive Dean Joumana McGowan will lead the Instruction Team.
10. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Emergency Response Plan Implementation (Karen Saldana, Fall 2015)
 - b. International Student Initiative-Support and Services (Audrey, 4/14)
 - c. Classroom Utilization Project (Mike & Irene, Update on 4/21)
 - d. Methods to Reduce Student Accounts Receivable Debt (**Mike, 4/7**)
 - e. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, Next Steps on 4/28)
 - f. Wait List Improvements and Reporting (ALL, 4/21)
 - g. Pomona College Promise (Bill, 4/21)
 - h. Cal Poly Partnership on Lanterman Property (**Bill, 4/7**)
 - i. Faculty Position Control Report (Irene, 6/23)
 - j. Utility of EMSI Career Coach (Irene & Audrey, 4/14)
 - k. Ongoing New Resource Allocation (ALL, 4/21)