



## 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*



**April 7, 2015**

Joumana McGowan, Executive Dean of Instruction, sat in for Irene Malmgren.

1. Based on legal advice, Cabinet agreed with proposed revisions to Board Policy 2730—Health Benefits for Trustees ([attached](#)) and forwarded the changes to President's Advisory Council.
2. Bill related a recent conversation with Dr. Soraya Coley, President of Cal Poly Pomona, with respect to their anticipated acquisition of the Lanterman Property discussed at our last Cabinet meeting. Cal Poly would like to use the property for an Innovation Village II project and Mt. SAC might join Cal Poly in placing interns at business locating in the Village. The LA County Fire Training Center is located on the Lanterman Property and both Cal Poly and Mt. SAC envision increased partnerships and perhaps an expanded footprint for the training center. Other potential partnerships include Agriculture and Student Housing. **Bill will set up at meeting with Dr. Coley to include Mike Gregoryk and his Cal Poly counterpart, Steve Garcia.**
3. Mike shared a planned meeting ([agenda attached](#)) to establish a Mt. SAC Water Conservation Plan. The first meeting will take place this afternoon. Invitees are:

Mike Gregoryk	Matt Judd	Uyen Mai	Matt Thatcher
Gary Nellesen	Matt Pawlak	Cindy DeChaine	Mikaela Klein
Caryn Cowin	Ruben Avila	Steve O'Sullivan	
Joe Jennum	Tom Visosky	Don MacFarlane	

Mike will also make a presentation on water conservation at the next Board meeting ([PowerPoint attached](#)) and has provided a thorough three-page handout ([attached](#)) about Mt. SAC's work in the area of water conservation.
4. Bill shared a report of recent continued progress on our HVACR Collaborative ([attached](#)). Note that HVACR stands for Heating, Ventilation, Air-Conditioning, and Refrigeration.
5. Mt. SAC is the lead institution in our collaborative application for Career Pathways Trust funding. We have just received a letter ([attached](#)) informing us that our application scored well enough for our team to advance to the interview stage. Wow!
6. James shared the announcement for this year's Admin 101 workshop ([attached](#)) which is sponsored by the Association of California Community College Administrators (ACCA). New or slightly used Mt. SAC administrators are encouraged to attend. James also shared the plans for the next four EASE Lunch and Learn series ([attached](#)). The Employee Assistance Service for Education (EASE) Program ([link](#)) is a referral service provided to all Mt. SAC employees at no cost. James also reported that work on the Koff Classification Study is

continuing and that more items will be brought forward for the May Board of Trustees agenda including many more CSEA 262 job descriptions and reclassifications as well as an added Step 6 to the management salary schedule.

7. Cabinet discussed Accreditation Standard III.A.6, reprinted below.

III.A.6. The evaluation of faculty, academic administrators, and other personnel directly responsible for student learning includes, as a component of that evaluation, consideration of how these employees use the results of the assessment of learning outcomes to improve teaching and learning.

Cabinet discussed the meaning of the terms “academic administrators,” “component,” and “use the results” noting that there is some degree of flexibility in how Mt. SAC defines these terms and implements this standard. In reviewing the Administrative Evaluation Form ([attached](#)) no mention is made of using results of the assessment of learning outcomes. **James will discuss this with the Management Unit Representatives.** The Faculty Association contract ([attached](#)) does have Outcomes Assessment as a component of required Yearly Report of Service to the College (see H.11, page 162, of the FA agreement) the use of which is a component of the Regular Faculty Summary Evaluation (see H.9, page 157, of the FA agreement).

8. Bill continues working with the President’s Climate Commitment Implementation Team on energy sustainability. The Team has proposed a budget ([attached](#)) based on an implementation plan that is in final stages of development. Possible funding for this request will be considered when Cabinet next reviews New Resource Request at our April 21 meeting.

9. 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. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, Next Steps on 4/28)
- e. Wait List Improvements and Reporting (ALL, 4/21)
- f. Pomona College Promise (Bill, 4/21)
- g. Cal Poly Partnership on Lanterman Property (Bill, 5/5)
- h. Faculty Position Control Report (Irene, 6/23)
- i. Status of Student Equity Plan Evaluation Process (**Irene & Audrey, 4/14**)
- j. Utility of EMSI Career Coach (**Irene & Audrey, 4/14**)
- k. Ongoing New Resource Allocation (ALL, 4/21)
- l. Prioritization of Research Projects (**ALL, 4/14**)