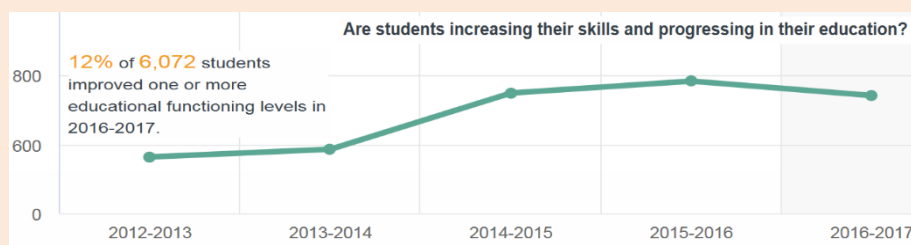




September 11, 2018

1. Cabinet reviewed and discussed the following information items:
 - a. *LA Weekly* has published a story ([attached](#)) entitled, "15 of the Best Art Galleries Enlivening SoCal College Campuses." Mt. SAC is listed along with 6 other community colleges: Cerritos, East LA, Glendale, Pasadena, Rio Hondo, and Santa Monica. Of the Mt. SAC Art Gallery, the story says in part, "its exhibitions have spanned an array of cultures, genres and traditions united in their eclecticism only by the fact that they've come through the doors of the gallery."
 - b. This week the Board of Trustees is approving the 2018-19 Budget ([link](#)) which opens with the President's Budget Message ([attached](#)).
 - c. The California Community Colleges LaunchBoard ([link](#)) is a statewide data system which provides data on progress, employment, and earnings outcomes for both CTE and non-CTE pathways. This site is supported by the Chancellor's Office and hosted by Cal-PASS Plus—which requires a password to access the data (accessible on request). An added feature has just been launched, the **Adult Education Pipeline** which is now live. Using my password, I accessed data for adult education at both Mt. SAC ([attached](#)) and Hacienda-La Puente USD ([attached](#)). A Mt. SAC screen shot of one of the data displays is shown below.



- d. The Chancellor's Office has announced that it will hire Guided Pathways Regional Coordinators for each of the seven regional consortia ([link to map and regional web sites](#)). The Call for Applications is [attached](#).
 - e. The U.S. Department of Education has announced ([story attached](#)) that the Free Application for Federal Student Aid (FAFSA) will be available next month on a new phone app and on a revamped website that works well on mobile devices. The digital options mean that anyone with a smartphone should be able to complete the form with less hassle.
 - f. The Chancellor's Office will host trainings for the Student Equity and Achievement program (*See Note at page bottom*) this fall in five different locations. These SEAP trainings will review the new program language and requirements. The training schedule is [attached](#).
2. Discussions have begun about the impact on Mt. SAC participatory governance of the transition to SEAP, Multiple Measures, College Promise, Student Centered Funding Formula and particularly the growing impact of Mt. SAC's Guided Pathways to Success (GPS). Specifically, the work of Mt. SAC's Student Preparation and Success Council will be impacted. AMAC has discussed both the transition of the GPS workgroup to committee status ([attached](#)) and the need for revisiting the Mission, Function, Membership statement of SPAS ([link](#)). The GPS team has suggested a committee structure and participatory governance model ([early draft attached](#)) that might address both issues. In AMAC, the Academic Senate and Cabinet have agree to create a group to move this discussion forward. Much discussion and deliberation will be needed.

Note: The Student Equity and Achievement Program (SEAP) was established by the legislature in the 2018-19 budget act trailer bill which combined the funding of three former categorical programs: Student Success & Support Program, Student Equity Program, and Basic Skills Program.



3. Cabinet was joined by Gary Nellesen, Director of Facilities Planning & Management, and Patty Leon- Encalade, Construction Project Manager, to discuss Building 26A 2nd Floor Classroom Utilization Pilot Project.

- The classroom furniture standard has been updated (see [attached](#)).
 - The tablet armchair is the standard for classrooms at 15 square feet per student.
 - Table & chair options were selected for classrooms at 18 square feet per student.
 - If 18 square feet per student for a classroom was requested, justification would be needed.
 - An update ([attached](#)) was provided on the Classroom Utilization Project Pilot in Building 26A. Scope:
 - Remodel existing oversized classrooms 2670, 2690, 2871, 2891.
 - Create (1) 50 seat classroom, (1) 43 seat classroom, & (2) 35 seat classrooms.
 - Outfit classrooms to fit an additional 10% seating.
 - With remaining space, create a much-needed IDF room to improve connectivity within building, an IT workroom and additional faculty offices.
 - Update current classroom AV systems similar to those in the Business and Computer Technology Complex.
- Completion Timeline: Design done by 1/4/19, Construction done by 1/17/20, and Occupancy by 4/10/20
- With the goal of increasing student use of classroom space, Gary and Patty presented three scenarios for use of 26A 32670 with variables of class scheduling (all Psych 1A, all with no Fridays), room size, student desk size and number, and resulting percent usage as shown in the table below.

	Rm Size, sf	Desks	Size, sf	Sections	Hrs/Wk	Class Size Limit	Actual WSCH	Capacity WSCH	% Actual/Capacity
Now	897	60	As Is	13	38	50	1458.25	2090.91	70%
Opt #1	705	47	15	12	41.75	43	1689.00	1643.36	102.8%
Opt #2	846	56	18	12	41.75	43	1689.00	1972.03	85.6%
Opt #3	846	56	18	12	45	43	1858.00	1972.03	94.2%

WSCH = Weekly Student Contact Hours; 525
WSCH = 1 FTES

Note that all three options increase room utilization percentage.

- 4. Cabinet was joined by Gary Nellesen, Director of Facilities Planning & Management, who presented the Construction Project/Scheduled Maintenance Quarterly Report ([attached](#)).
 - 5. Cabinet discussed the Reading associate degree requirement ([attached](#)) and the Degrees of Reading Power Placement Assessment ([attached](#)). Discussions will be held in the Academic and Mutual Agreement Council (AMAC) regarding potential changes.
 - 6. The Child Development Center has proposed an Early Childhood Education Student Apprenticeship Program ([proposal attached](#)). This would be a state approved program. Student apprenticeship positions would be funded initially through both existing Mt. SAC CDC state and federal contracts and grants and eventually transition to available workforce development funds. Pay starts at \$15/hr and ends at \$18/hr.
 - 7. Cabinet approved seven new Requests to Fill and postponed one ([attached](#)).
2. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
- a. Update on Multiple Measures Placement Workgroup (Audrey, Gregory & Team, 12/11)
 - b. New Resource Allocation (All, 10/16)
 - c. Revisions to AP 5200 Student Health Services (Audrey, 12/4)
 - d. Follow up on EAB Navigate and Campus Logic software (Audrey, Gregory, Mike 9/25)
 - e. Student Centered Funding Formula: Summarize 1. Intermediate/Long-term Actions, 2. Construct Draft Research Agenda, 3. Report on Policy Development Process)

9/4 Phase 1; 9/18 Phase 2

8. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Mike Williams & Melonee Cruse, 11/13)
 - b. Building 26A 2nd Floor Classroom Pilot Project (Gary, 12/11)
 - c. Faculty Position Control Quarterly Report (Gregory & Rosa, 10/9)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (**All, 9/18**)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 12/11)
 - f. IT Projects Quarterly Report (Dale, 11/20)
 - g. Grants Quarterly Update (**Gregory & Adrienne, 9/18**)
 - h. Dual Enrollment Offerings at Local High Schools (Joumana & Francisco, 11/13)
 - i. International Student Update (**Audrey & Darren, 9/18**)
 - j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 9/25)