



**January 7, 2020**

1. Cabinet reviewed and commented on the following information items:
  - a. California is considering building a new CSU campus ([article attached](#)). Stockton is the leading candidate for the location, but many factors and other locations are being considered. An alternative is building more capacity on existing CSU campuses and/or adding non-facility based course delivery systems such as online.
  - b. The *Community College Journal* has published ([article attached](#)) "Increasing Access Through Noncredit Education" by our own Associate Vice President, Madelyn Arballo. The article articulately expounds on the advantages of community college comprehensive noncredit offerings.
  - c. Bill has authored "Fostering Culture Change on Equity" ([attached](#)) which is under consideration as a chapter in the next AACC Guided Pathways Resource Series ([link](#)).
  - d. A recent study by Education Trust ([attached](#)) asks, "How Affordable Are Public Colleges in Your State?" Their standard is that students are able to afford a university education by working no more than ten hours per week. Only New York meets this standard, but California is second at 12 hours of work needed. The report's solutions?
    - 1) Invest in need-based aid at the state and federal level.
    - 2) Ensure that approaches to free college programs cover the full cost of attendance for students from low-income families.
    - 3) Reinvest in higher education at the state level.
  - e. Mt. SAC's IPEDS Report ([attached](#)) compares us to "similar" community colleges around the nation. However, data is based just on full-time, first-time degree/certificate-seeking undergraduate students. Examples:
    - Mt. SAC is 64% Hispanic and 17% Asian compared to an average of 19% and 4% respectively for the other colleges.
    - Mt. SAC fees for fulltime attendance total \$1,350 per year compared to an average of \$3,371 for other colleges.
    - 70% of our students receive financial aid averaging \$5,642 compared to 75% at others receiving \$5,320 on average.
    - Our Fall-to-Fall retention is 80%( fulltime)/61%(part-time) and averages 66%/48% for other comparable colleges.
    - Our 3-year graduation rate is 37% and averages 21% for other comparable colleges.
  - f. Mayor Pete Buttigieg, candidate for the Democrat Presidential Nomination, held a Town Hall gathering at Mt. SAC on Friday, December 20<sup>th</sup>. Details and a photo are [attached](#).
  - g. The latest Metro Gold Line News Update is [attached](#). Preconstruction work is underway for the Metro Gold Line Extension to Montclair ([link](#)).
  - h. The Chancellor's Office produced "Road Trip Nation" ([attached](#)) which is a marketing video that Mt. SAC will use.
2. Madelyn Arballo, Associate Vice President for Continuing Education, serves on the CCCC SEA Funding Formula Task Force and shared the latest meeting notes ([attached](#)). Cabinet found the group's activities to be rather vague if used to inform the actual Student Equity and Achievement Fund allocation metrics.
3. Mt. SAC will be expanding the number of vending machines on campus. Cabinet reviewed a summary of the Vending Machines-Canteen Contract ([attached](#)) and a list of current vending machines on campus ([attached](#)). **Mike will look into the opportunity to open bidding on an expanded vending machine contract.**
4. Cabinet will pursue options for the 2020-21 Nonresident Tuition and Capital Outlay Fees. See the [attached memo](#) and the [attached workshee5 \(an Excel spreadsheet\)](#).
5. The Academic Senate for California Community Colleges has issued an invitation ([attached](#)) to participate in the 2020 Faculty and Staff Diversity Symposium on March 19-20, 2020 in Sacramento.
6. Barbara McNeice-Stallard has shared Class Pass data and research communication with Foothill Transit ([attached](#)) with regard to student use and need for improvement of our bus pass agreement.

7. Following up on a funding opportunity ([attached](#)) for the Homeless and Housing Insecure Pilot Program, the Chancellor's Office has issued a QA ([attached](#)). We are waiting to see if our letter of interest will be received positively.
8. Cabinet approved the following Immediate Needs Requests:
  - For Administrative Services, \$35,000 one-time for additional pest control services ([attached](#)).
  - For Human Resources, \$20,000 one-time for Campus Equity for Faculty Hiring: participation in the California Community College Registry Job Fairs in Los Angeles and San Francisco ([attached](#)).
  - For Human Resources, \$10,000 one-time for reimbursing the full cost of travel for interviewees traveling more than 150 miles each way ([attached](#)).
  - For Marketing & Communication, \$60,000 one-time for radio advertising for more Spring 2020 enrollment, more awareness of the new Promise+Plus program and more awareness of Summer/Fall 2020 programs ([attached](#)).
9. Cabinet approved the following job descriptions with no suggestions for changes:
  - Associate Dean of Student Engagement proposed new job description ([attached](#))
  - Assistant Director Behavioral Health Services Job Description ([attached](#))
  - Coordinator Events Job Description ([attached](#))
  - Coordinator Ticketing and Patron Services Job Description ([attached](#))
  - Media Production Specialist Job Description ([attached](#))
10. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
  - a. Reopen and expand campus vending machine contract. (Mike, 1/21).
  - b. SEAP Allocation Model (Audrey, Madelyn, Rosa 1/21)
  - c. Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 2/25)
  - d. Management Workgroup for SEAP funds (Audrey, Madelyn et al, 3/3)
  - e. Student Centered Funding Formula—Continued Follow Up
    - A. B. Noncredit Support of SCFF & Multiple Measures (**Madelyn, 1/14**)
    - B. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 3/17)
    - C. DOE and CalPASS-PLUS follow up for K-12 full participation (Barbara, Bill, 3/17)
    - D. Auto Award/Near Completion (Audrey, George, Francisco, Dale, 3/3)
    - E. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup--Francisco, 2/18)
  - f. Follow-up on AP 3435 and 3540 (1/21)
    - 1) AP 3435 Discrimination and Harassment Investigations ([attached](#)). An updated draft will be brought to Cabinet by HR.
    - 2) AP 3540 Sexual Misconduct-Dating Violence-Domestic Violence-Stalking ([attached](#)). Update due to Cabinet by HR
11. Quarterly Reports to Cabinet
  - a. Emergency Response Plan Quarterly Report (**Duetta, 1/14**)
  - b. Room Utilization/Capacity-Load Ratio Project (**Gary, Mika, Joumana, Kevin Owen, 1/14**)
  - c. Faculty Position Control Quarterly Report (**Joumana & Rosa, 1/14**)
  - d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/18)
  - e. IT Projects Quarterly Report (Dale, 3/17)
  - f. Grants Quarterly Update (Adrienne, 3/17)
  - g. Dual Enrollment at Local High Schools Quarterly Report (Joumana, Joel & Francisco, 1/28)
  - h. International Student Quarterly Update (Audrey & Darren, 1/21)
  - i. Academic Support Coordination Project Quarterly Report (Madelyn, Meghan, 3/10)