



August 20, 2019

1. Cabinet reviewed and commented on the following information items:
  - a. The Associate Degree for Transfer may help CSU meet its 2025 goals for completion ([article attached](#)).
    - 41% of community college transfers to CSU had an associate degree for transfer.
    - ADT transfers were 1,089 in 2013 growing to 10,917 in 2018—now about one in five transfers to CSU.
    - The three-year graduation rate for ADT transfers is 10% higher than for all transfer students (79% vs. 69%).
    - 51% of ADT transfers graduate in just two years which is better than the overall average for transfers (35%).
  - b. Audrey reported on the very successful Minority Male Initiative Retreat ([report attached](#)).
  - c. Mt. SAC has a new Children's Choir!!! [See the attached flyer](#).
  - d. VOICES Committee [announced](#) this year's President's College Champion Awards. See [link](#) for more information.
    - Burning Bright Award: Ned Weidner, Professor of English
    - Burning Bright Award: Zak Gallegos. Construction Projects Specialist
    - Torch Bearer Award: Dean George Bradshaw and the Assessment Questionnaire Leadership Team
    - Eternal Flame Award: Sue Long, Dean of the Arts Division
2. AB 1727—Census Apportionment for Career Development/College Preparation (CDCP) Noncredit ([attached](#)) would amend Section 84760.5 of the Education Code ([link](#)) to allow census-based attendance apportionment for managed enrolled noncredit courses, including distance education. Mt. SAC would likely gain 300 CDCP FTES (8% increase) without any changes in head count ([analysis attached](#)).
3. The Association of Chief Business Officers (ACBO) has sent a letter to Chancellor Oakley ([attached](#)) regarding an announcement at the State Budget Workshops that the Faculty Obligation Number (FON) calculation for Fall 2019 did not include a deficit factor (reduction in obligation) even though many districts' revenue was constrained due to a lack of overall funding available.
  - The ACBO Letter states in part, "This seems to be in violation of Title 5, Section 51025 (c)(I) ...." The regulation states [in part] "In computing the district's full-time faculty obligation for the succeeding fiscal year, the base obligation will be increased by the lower of the projected fundable growth at the time of the budget enactment or **the actual percentage change in funded credit FTES.**"
  - The ACBO letter goes on to state, "A district with constrained revenue has not been funded to the full extent it was earned. Therefore, an adjustment in the calculation is warranted. However, we were told that no adjustment would be made, and it was the Chancellor's Office's interpretation that the revenue had been fully funded; clearly this is not the case."
4. John Stankas, president of the Academic Senate for California Community Colleges, has sent a letter ([attached](#)) to the legislature regarding actions by the Board of Governors in overseeing Calbright, the fully online California Community College created by the legislature last year. The letter calls the BOG to task in respect to meeting legislative requirements in several areas:
  - **Accreditation:** As currently implemented, Calbright will not meet ACCJC standards for accreditation and its courses will not be accepted for transfer by CSU.
  - **Duplication:** Calbright will be offering online programs already offered by existing California Community Colleges.
  - **Conclusion:** "The ASCCC's efforts to advise the new district and to move the online college forward in a positive manner have been frustrated. We have recommended that the Calbright College Board of Trustees [the BOG] seek clarification from the legislature, and we have advised that board that the ASCCC would also seek clarification from the legislature as we fulfill our role."
5. The Board of Trustees has requested a second annual Board Study Session and agreed on a date of Saturday, October 26. Cabinet made the following recommendations for topics:
  - 1) Facility project development process from Master Plan to Initial Project Proposal to Contracts to Close Out
  - 2) "Fast Facts" to accompany each Board Information Report
  - 3) The full context of the changes in the benefits broker from CalPERS to SISC
  - 4) Facilitated discussion of Board Advocacy. Suggested facilitator: Bill McGinnis, Trustee at Butte-Glenn CCD
  - 5) Board Feedback on Jill Dolan's Monthly Board Updates

6. After extensive discussion in the Academic Mutual Agreement Council (AMAC), the following faculty reassigned positions were approved for Fall 2019 ([see attached position descriptions](#)):
  - AB 705 Faculty Coordinators for Fall 2019 in English (4 LHE) using existing Basic Skills Coordinator funding, Math (5 LHE) using existing AWE Coordinator Funding, and AMLA (4 LHE) using existing AWE Assistant Coordinator Funding
  - Community of Practice Coordinators for English (2 positions 4 LHE each), Math (2 positions 4 LHE each), and AMLA (1 position 3 LHE) using existing funding
7. The Faculty Hiring Request Form for 2019-20 ([attached](#)) is in the process of being updated through mutual agreement of Vice President Richard Mahon and the Academic Senate.
8. Chau Dao, Financial Aid Director, has provided a comparison ([attached](#)) of the first financial disbursement for Fall 2018 versus Fall 2019. Great news! The number of students receiving aid is up from 4,478 to 6,679 and the aid is up from \$1,853,707 to \$2,791,333.
9. Cabinet approved the Foothill Transit Mt. SAC Class Pass DRAFT Contract for 2019 ([attached](#)).
10. Cabinet was joined by Grace Hanson who provided input and modifications to the draft ([attached](#)) of new AP 3725 Information Communications Technology Access/Acceptable Use which is under consideration by CCLC for adoption as a recommended Administrative Procedure. Cabinet provided additional input and changes. A second reading will be scheduled in six weeks.
11. Four Job Descriptions from HR were distributed by Abe for input from Cabinet. The reporting back will be scheduled for the Cabinet meeting on September 3<sup>rd</sup>.
  - Deputy Director Human Resources ([attached](#))
  - Lead Broadcast and Audio Technician ([attached](#))
  - Executive Director Facilities Planning and Management ([attached](#))
  - Veterans Services Specialist ([attached](#))
12. Cabinet approved five new requests to fill existing vacant positions ([attached](#)).
13. Cabinet was joined by the Student Support Workgroup (Dale Vickers, Chief Technology Officer; Antonio Bangloy, Director of Enterprise Application Systems; George Bradshaw, Dean of Enrollment Management; Francisco Dorame, Dean of Counseling, and Monica Cantu-Chan, Director of IT Project Implementation, to discuss the implementation of EAB Navigate for 1) student semester schedule building from their education plan, 2) students utilizing one touch registration from that schedule, and 3) data analytics from the student registrations to inform instructional class scheduling. The full EAB Team is listed on the [attachment](#). Mt. SAC's EAB team will meet with representatives from EAB on August 29<sup>th</sup>. The agenda for this Project Launch Onsite visit is [attached](#). The lead person from the company will be on campus the day before the meeting as a "secret shopper" to experience our student's interaction with the educational planning, schedule building, and registration process, and he will meet with Audrey as preparation for the team meeting.
14. Cabinet was joined by Gary Nellesen, Director of Facilities and Facility Planning, to present the Construction Project/Scheduled Maintenance Quarterly Report ([attached](#)) along with a project update ([attached](#)).
15. Mt. SAC is working with LA County teams charged with facilitating participation of residents in the 2020 U.S. Census. Information on the county committee is [attached](#). We are being evaluated for hosting a combined Census Action Kiosk (CAK) and a Questionnaire Assistance Kiosk (QAK). [See the attached CAK](#)

[and QAK descriptions](#). Our proposal is for the Mt. SAC library to dedicate computer stations and provide staff to answer questions to deliver these services. Stay tuned.

16. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
  - a. Report back on job descriptions distributed on August 20 (ALL, 9/3)
  - b. AP 3725 Info Communications Technology Accessibility/Acceptable Use (Audrey, Grace, 11/2)
  - c. Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 8/27)
  - d. Management Workgroup for SEAP funds (Audrey, Madelyn et al, **8/27**)
  - e. Student Centered Funding Formula—Continued Follow Up
    - A. Tracking Students in Support Cohorts (Student Support Workgroup (Dale, Antonio, Barbara, **8/27**)
    - B. Noncredit Support of SCFF & Multiple Measures (Madelyn, 9/24)
    - C. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 9/17)
    - D. CalPASS-PLUS follow up for K-12 full participation (Barbara, Bill, 9/17)
    - E. Auto Award/Near Completion (Audrey, George, Francisco, Dale, 11/12)
    - F. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup--Dale, 11/19)
  
17. Quarterly Reports to Cabinet
  - a. Emergency Response Plan Quarterly Report (Duetta & Melonee, 9/24)
  - b. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, Joumana, Kevin Owen, 10/8)
  - c. Faculty Position Control Quarterly Report (Joumana & Rosa, 10/15)
  - d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 11/19)
  - e. IT Projects Quarterly Report (Dale, 9/17)
  - f. Grants Quarterly Update (Adrienne, 9/17)
  - g. Dual Enrollment at Local High Schools Quarterly Report (Joumana, Joel & Francisco, 9/10)
  - h. International Student Quarterly Update (Audrey & Darren, 10/22)
  - i. Academic Support Coordination Project Quarterly Report (Madelyn, Meghan, 9/3)