



September 3, 2019

Doug Jenson sat in for Mike Gregoryk

1. Cabinet reviewed and commented on the following information items:
  - a. PPIC has issued a report, "Integrating California's Data" ([attached](#)), that comments on California's investment of \$10 million toward planning the California Cradle to Career Data System. The immediate goal is to connect existing data systems in the education pipeline that are currently maintained separately: K-12, community colleges, CSU, UC, and workforce data systems. Extended policy and operational goals are not yet specified but could include improving student outcomes and evaluating educational policies and practices. PPIC is facilitating a group of research and policy organizations interested in the establishment of an integrated student data system to discuss the opportunities and challenges.
  - b. Dianne Van Hook, Chancellor of College of the Canyons, has sent a letter ([attached](#)) to Chancellor Oakley pointing out errors on the College Promise Grant Form ([link](#)). [Note, as of this writing, the error has been corrected by the Chancellor's Office.]
2. Last Friday, August 30, was the deadline for the legislative appropriation committees to pass or hold bills... [See the attached legislative report](#). Actions taken on bills of interest:
  - AB 2 (Santiago) California College Promise: waives fees for two academic years **PASSED**
  - AB 30 (Holden) Dual Enrollment: streamlines the process **PASSED**
  - AB 48 (O'Donnell) Education finance: K-12-Community Colleges Public Education Facilities Bond Acts of 2020 and 2022: **Passed to Senate Rules Committee** ([For meaning of this, see attached explanation](#))
  - AB 302 (Berman) Parking: homeless students: **Passed Senate Appropriations with amendments**; **Note**, Assembly member Berman pulled the bill—now a two-year bill—in reaction to the amendments.]
  - AB 612 (Weber) CalFresh: streamline college to accept Electronic Benefits Transfer cards on campus **PASSED**
  - AB 1727 (Weber) CDCP courses: require the BOG to adopt regulations for apportionment in certain noncredit/CDCP courses to be conducted by positive attendance or on a census date basis. **PASSED**
3. Cabinet reviewed and approved the proposed 2019-20 Adopted Budget ([attached](#)) and the Budget History report ([attached](#)) for Board approval next week.
4. Adjunct faculty and Auxiliary Service staff (Bookstore) are eligible for benefits through a college agreement with ASCIP, Alliance of Schools for Cooperative Insurance Programs ([link](#)). ASCIP has announced ([see memo](#)) its 2019-20 benefit rates. ([See attached rate sheets.](#))
5. The Chancellor's Office has released revised Fall 2019 Full-Time Faculty Obligation Numbers for all districts ([attached](#)). Mt. SAC's revised FON for Fall 2019 is 443.1, down from the advance value of 447. In the July 9<sup>th</sup> Quarterly FON report to Cabinet ([link](#)), the projected outcome for Fall 2019 was 449.
6. Cabinet members reviewed job descriptions distributed at Cabinet on August 20<sup>th</sup> and approved all.
  - Deputy Director Human Resources ([attached](#)) Range M20
  - Lead Broadcast and Audio Technician ([attached](#)) Range A118
  - Executive Director Facilities Planning and Management ([attached](#)) Range M22
  - Veterans Services Specialist ([attached](#)) Range A78
7. Bill shared the discussion held at CSU San Bernardino which is advocating for the creation of a Supply Chain Center of Excellence to serve the Inland Empire and the East San Gabriel Valley—home to 10 percent of the warehousing and distribution square footage in the United States. [Attached](#) is a concept proposal for the Center of Excellence prepared by the Georgia Tech Supply Chain and Logistics Institute ([link](#)) which is contracted to advise on the project.

8. Cabinet was joined by Madelyn Arballo, Vice President for Continuing Education, and Meghan Chen, Dean of Library and Learning Resources, to present the Academic Support Coordination Project Quarterly Report ([attached](#)). The report includes:
  - Finalizing a job description for tutors that allows centers to hire the staff they need. A draft job description and suggested pay scale for tutors is included.
  - Marketing the centers through regular Student Success Fairs the first of which was held in March, 2019 ([link](#)) as well as developing a “Marketing Checklist” a draft of which is included.
  - Writing outcomes using the five-column model with a “Tutoring Center Outcomes Training Resources Manual already developed. Also underway are using Banner/Apex to track students and scheduling appointments using SARS in addition to Banner/Apex.
  - PIE training is underway with the goal that all centers do a PIE and that these PIEs would feed into an integrated “Tutoring PIE.”
  - Under development is a cross-campus tutor training package for all centers to use with three 2-hour Canvas Units to include compliance training.
  - A new noncredit local certificate for tutor training has been submitted that includes VOC TUTR 10A, 10B, 10C, 10R, and 10D.
  - A survey has been drafted to collect information regarding current practices in onboarding, ongoing training, and tutoring pedagogy; also asking centers to identify gaps and areas of support needed.
  
7. Cabinet received an update ([attached](#)) on vacant positions under active search.
  
8. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
  - a. AP 3725 Info Communications Technology Accessibility/Acceptable Use (Audrey, Grace, 11/26)
  - b. Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 11/26)
  - c. Management Workgroup for SEAP funds (Audrey, Madelyn et al, 11/26)
  - d. Student Centered Funding Formula—Continued Follow Up
    - A. Student Support Cohort System Workgroup (Dale, Antonio, Barbara, 11/26)
    - B. Noncredit Support of SCFF & Multiple Measures (Madelyn, 10/8)
    - 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, 10/15)
  - 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, 12/3)