



February 23, 2021

1. Cabinet reviewed and commented on the following information items:
  - a. Dr. Walker's [COVID-19 Update of 2-17-2021](#), provides information on the expanded vaccine Point of Distributions which now includes Cal State LA and CVS and Walgreens pharmacies. Of course, we were concerned that Mt. SAC would not have a MPOD (Medical Point of Dispensing) when talking to the County, but it looks like the availability of vaccines has gotten better. It is not yet great, but much better for distribution. The larger MegaPODs are now back open, though primarily for second doses only. There is certainly a lot of variety going on. The County update indicates that beginning Monday, March 1, educators will be able to be vaccinated. There is information that certain sites will be open to only educators on certain days. Scarcity of the vaccine is the biggest issue. Also included in the report are vaccine clinical trials for children, the study of future coronaviruses, and the efficacy reports on the Russian viral vector vaccine, the Sputnik V.
  - b. Los Angeles County Department of Public Health issued revised [Protocols for Institutes of Higher Education](#) which includes some additional information about the details of reopening. Included are details of limited in-person on-campus activities for art, design, and theater art studios and music practice rooms; access to film equipment, film editing, and other post-production facilities; outdoor study areas; opening of libraries for in-person services to registered students, faculty, and staff; and outdoor recreational sports courts, fields, and facilities for sports activities and physical conditioning. All activities must comply with LACDPH protocols, including small group settings. Any requests by these programs to return to campus need an approved COVID Safety Plan on file and approved by the RTC Workgroup.
  - c. The Centers for Disease Control published an information sheet [About Variants of the Virus that Causes COVID-19](#), which contains very positive information. Early science says the vaccines are effective on the mutating versions of COVID-19. So far, the type of mutations do not change the messenger RNA point of control that is the basic system that all three vaccines use. There is a lot of concern of whether there will be more mutations, even combined mutations that will affect the impact of the vaccines. The extent of the virus to be out there causes it to change and adapt, which is why vaccination is so important.
  - d. The Centers for Disease Control also published an [Operational Strategy for K-12 Schools through Phased Mitigation](#), which is an operational strategy resource for the reopening of K-12 schools. Included are mitigation strategies, testing, and vaccination. On the nightly news, the message is K-12 schools should be the last ones to be closed and first ones to be open. It is going to be a challenge for it to happen, but it really adds to the pressure to bring K-6 education back.
  - e. California for All, [Recovery with Equity](#), provides a very good report on a roadmap for higher education after the pandemic. It really hits some major points and resonates with a lot of approaches we have been talking about on campus. This will guide us as the State provides more resources for us to participate in economic recovery. As we plan our role, we need to keep this document handy.
  - f. The Chancellor's Office published a Program Map and Program Directory for the [Rising Scholars Network](#) of which Mt. SAC is a part. The program is a pathway of higher education to those who are previously incarcerated. Having a program like this and having the structure and money from the Chancellor's Office is different than other initiatives. Audrey reports that we already have 50 students in our grant program.
  - g. An [email from Dejah Swingle](#) notifies us that she, along with her colleague Joshua Christ, were accepted into the 2021 Benefits for Success CTE Academy. The project they are working on will study CTE students' level of engagement with the electronic resources available at Mt. SAC. This is not typically a source of faculty focus, so this should be helpful information.
  - h. The [Vacant Positions Under Active Search Log](#) was reviewed.
2. Cabinet reviewed the Assembly Bill language for the [Rising Scholars Network](#) introduced by Assembly Member McCarty.

3. The Chancellor's office issued an [Analysis of the 2021 Early Action Package](#), a package on which Governor Newsom and the legislature reached agreement in mid-February. The group of bills includes a summary on targeted one-time investments for those affected by the pandemic and associated challenges. Funding of the package includes \$100M for emergency financial assistance to low income students, \$20M to support retention and re-enrollment strategies for students, and \$3.1M for financial aid administration. We are particularly excited about the \$20M for retention and outreach. It is going to be really important to make those connections to high school seniors.
4. An article from School Services of California, [Early Action State Budget Agreement Includes Community College Emergency Aid](#), outlines the above emergency action package and announces that the items will be approved next week and go into effect immediately.
5. In an article from School Services of California, [Revised Deferrals for 2021-22](#), the release of the CCC Deferrals and Repayments for 2020-21 and 2021-22 trailer bill language reports a reduction of deferrals from \$1.45B to \$326.5M. While the reduction of deferrals is a positive, the higher priority is to make sure we do not lose the opportunity for COLA in 2021-22. The deferrals are one-time buy outs while COLA is ongoing. Currently, there are 36 California community college districts in hold harmless and more are sliding into deficit revenue production from poor performance on the Student Centered Funding Formula. Until we get to next year and see how many students we get back, we will not know how Mt. SAC will perform on SCFF metrics in 2021-22 that will determine our State allocation in 2022-23.
6. As the process is well under way for the recruitment of the Vice President of Instruction, Cabinet is planning for the recruitment of the Associate Vice President of Instruction and the revised job description was reviewed by Cabinet. The job description was reviewed by Irene and Bill and is ready to move forward to Human Resources and Management Steering for their input.
7. Cabinet was joined by Joel Monroy, Director of Dual Enrollment; Lina Soto, Associate Dean of Counseling; Michelle Sampat, Associate Dean of Instruction; and Marlyn Lanuza, Assistant Director of Dual Enrollment, to provide an [update on Dual Enrollment](#). Highlights:
  - Many K-12 partner districts have had significant impact from COVID-19. Our Mt. SAC Dual Enrollment Team members are continuing to work with the high school counselors to help assist students with registration and interventions. Current enrollment in dual enrollment is 915 students. The plan is to return to in person instruction for Fall 2021.
  - Summer 2021 MOUs are being created for high schools who want to participate in Summer 2021 dual enrollment online courses.
  - Dual Enrollment faculty can access an online professional development course through Cal State Las Professional and Global Education Department and there are 9 dual enrollment faculty participating.
  - Total of 115 Dual Enrollment Courses compared with 92 for 2019-20.
  - Dual Enrollment Counselors are continuing to work with students in exploring EW and Pass/No Pass options.
  - There is plan for continued growth, and recruitment of 11<sup>th</sup> grade students is expected to increase.
  - Success rates for the Fall 2020 semester are quite high with just a few outliers and an overall 92% success rate.
8. Cabinet reviewed the draft [Board Study Session Agenda](#) which is scheduled for Saturday, March 20. An added topic is a presentation on Student Support Wraparound Services.
9. Cabinet approved the following positions to proceed with recruitment:
  - Fiscal Technician I (Promotion of Judy Kim). This position will be recruited for a July start. Morris to process the [Request to Fill](#).

- Library Technician (Previously frosted; promotion of Suzanne Maguire). Irene to process the [Request to Fill](#).
  - Director, Purchasing (Retirement of Teresa Patterson). Morris to process the [Request to Fill](#).
10. Cabinet approved the [Request to Fill](#) Log for the following positions:
- [Coordinator, Events](#)
  - [Coordinator, Ticketing and Patron Services](#)
  - [IT Support Technician](#)
  - [Lead Broadcast and Audio Technician](#)
11. Morris reported:
- He has some narrowing down of the CARES Act money left. A plan is being prepared to spend down the money by the due date.
12. Abe reported:
- He and a workgroup have worked on revisions to [BP 7234](#) and [AP 7234 – Overtime](#). He will be bringing forward for formal Cabinet review. This will help guide managers in determining when overtime is necessary.
13. Audrey reported:
- We have four finalists for the Jack Kent Cooke Scholarship.
  - The MMI Winter Retreat was very well attended with students, faculty, and staff.
  - The Student Services Division meeting covered a lot of ground and there was lots of sharing. All areas are engaged, even as we work remotely.
  - We had a very well organized Cash for College on Saturday that was well attended.
14. Irene reported:
- She wanted to remind everyone that the VPI Finalists Forum is playing today.
15. Items for future agendas (items for the next Cabinet meeting are shown in BOLD)
- a. Multiple Measures Placement Workgroup (George, and Team, TBD)
  - b. Student Centered Funding Formula—Continued Follow Up
    1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 4/27)
    2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 3/23)
  - c. Zoom recording/digital retention (Abe and Workgroup, 3/9)
  - d. AB30 (**Dual Enrollment, A&R, and IT, 3/2**)
16. Quarterly Reports to Cabinet
- a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 3/16)
  - b. Limiting Short-term Hourly and Professional Experts and Managing Overtime (Abe and Alexis, 3/16)
  - c. Emergency Response Plan Quarterly Report (Duetta, 4/13)
  - d. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, and Kevin, 3/16)
  - e. Faculty Position Control Quarterly Report (Rosa, 4/4)
  - f. Construction Project/Scheduled Maintenance Quarterly Report (**Gary, 3/2**)
  - g. IT Projects Quarterly Report (Anthony, 3/9)
  - h. Grants Quarterly Update (Adrienne, 4/13)
  - i. Dual Enrollment at Local High Schools Quarterly Report (Michelle, Joel, Marlyn, and Lina, 5/25)
  - j. International Student Quarterly Report (George, 3/23)
  - k. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 4/20)
  - l. Title V Quarterly Report (Lianne and Lisa, 4/20)
  - m. Guided Pathways Reporting (Michelle, Shiloh, and Sarah, 4/27)