



May 25, 2021

Doug Jenson sat in for Morris

1. Cabinet reviewed and commented on the following information items:
 - a. In an article from PPIC, [California Remains on Track to Close Degree Gap](#), there are some interesting observations. We're not surprised to see that one of the biggest factors in increasing minority success in degree completion at UC and CSU has been increased State funding. For the UCs, the 16-17 infusion of funds was the major cause of degree completion. Additionally, high schools are doing a really good job at getting students ready for college admission, and this is another clear factor of success in minority achievement of bachelor's degrees at UC and CSU. The plan for UCs to reduce out-of-state admissions and the elimination of SAT requirements will greatly increase the applications from in-state students. In addition, the success rate for transfer students at UC and CSU is a big part of the increase of graduation rates for minority students for Bachelor's degrees at UCs and CSUs. We know the Associate Degree for Transfer is a big part of the success of transfer students achieving degrees. System-wide community college enrollments are down, which could potentially reduce the number of well-qualified transfer students to CSUs and UCs.
 - b. In an interview with student reporters at Orange Coast College, [CCC Chancellor to recommend mandatory COVID-19 vaccines are seeking full FDA approval](#), Chancellor Eloy Oakley has done an about-face and now advocates for mandating vaccinations for California community college students and staff. While the decision remains up to individual colleges, the Chancellor is recommending that both staff and students are vaccinated. San Diego CCD has announced that they are going to require students and employees to be vaccinated for the Fall. For our student population at Mt. SAC, it would be problematic as the tremendous number of underrepresented groups in our service area have been negatively affected by the pandemic and they tend to have a higher degree of vaccine hesitation. Given that there is the continuance of emergency conditions to backfill our funding lost due to enrollment decline, Cabinet is hesitant to jump into requiring student vaccination. Verification would also possibly prove challenging. How could we determine if a student is vaccinated?
 - c. The Los Angeles/Orange County Regional Consortium conducted a [Community Colleges Reopening Survey](#) with their member districts. Obviously, this is a snapshot in time as the impact of vaccinations is evolving. However, we are seeing there is very little expectation by colleges in our area that they will be returning to predominately in-person instruction for the Fall.
 - d. The LA County Department of Public Health provided [Updated Protocols for Live Events Outdoor and Indoor Seated](#) which requires mask wearing to continue, but the updated protocol also had an element of greater flexibility for those vaccinated. Employees who are fully vaccinated are no longer required to wear a mask and a face shield for outdoor events as long as employers have confirmed their vaccination status.
 - e. [Saddleback College to replace gaucho mascot with a bobcat](#) announces the retirement of the school's original mascot. Their experience may inform the work of our task force evaluating Mt. SAC's mascot Joe Mountie and our moniker being the Mounties.
2. An article from Liebert, Cassidy, Whitmore, [Occupational Safety and Health Standards Board Delays Consideration of Proposed Amendments to the Cal/OSHA COVID-19 Regulations](#), provides details on the May 20 meeting of the CalOSHA Board. Most notably, the board met last Thursday to consider proposed amendments including the elimination of masks and social distancing in areas where all employees are fully vaccinated and those who are not vaccinated and require a "reasonable accommodation" wear a respirator and are tested once per week. However, due to an overwhelming public comment session, CalOSHA did not make a decision and continued the item to June 3, 2021. It is not clear what changes there will be to their regulations, but the target dates for these changes is June 15. LA County Department

of Public Health has already said their intention would be to follow CalOSHA for workplace guidance. It will be interesting to see if the CalOSHA Board follows along with the Governor's intent to fully reopen California on June 15.

3. The Chancellor's Office issued [California Community Colleges, A Plan for Equitable Recovery](#), which provides talking points on the May Revise. Included in the document is information on restoring college resources; post-pandemic recovery; diversity, equity, and inclusion; affordability and basic needs; workforce; and pathways. The legislature has taken its final actions and is moving the budget to conference committee. Agreement with the Governor on the budget is due by June 15 with full approval and signing by June 30.
4. The Legislative Analyst's Office provided the [2021-22 Budget Multiyear Budget Outlook](#). The report has the unusual message of the LAO, the Governor, and the Department of Finance agreeing on the May Revised 2021-22 budget balances expected revenues and proposed expenditures. Where the LAO had issues was in the outyears and what has been reported as a "structural deficit." It is an unusual circumstance where the outyear revenue projections by the LAO are more conservative than estimates by the Governor and the Department of Finance. The LAO analysis concludes that the Governor has underestimated the cost for some services, such as the social service network in which the Governor is investing, particularly in healthcare. This is a fair criticism as the huge amount of need for mental health and social services care is larger than most realize. It is a good analysis by the LAO, and worth incorporating into our thinking, especially for outyears. 2021-22 is a going to be a good budget year for us, and we are going to be creative in how we use this funding. We believe the legislature will meet the June deadline for getting the budget passed. In terms of creating our own tentative budget for 2021-22, it is always good when the May Revise from the Governor and DOF align with legislative priorities. It is good when there are no curveballs as we prepare our tentative budget.
5. Nossaman, our lobbyist group in Sacramento, provided a [Mt. SAC Legislative Report as of 5/21/2021](#) which tracks four bills currently in the legislature. There is pent up demand for action on new legislation because the legislature did not consider many bills last year due to the pandemic. There are some good changes for community colleges in the proposals. The bill on extension and expansion of the community college baccalaureate degree program is likely to pass.
6. The Institutional Effectiveness Committee (IEC) has submitted its [Strategic Plan Draft Goals](#) that will be going to IEC for final review tomorrow. To establish these goals, IEC started with campus committee's goals to look at what the College is actually doing as an institution. Cabinet agreed for the final goals to be presented at Fall Expanded PAC for their discussion and recommendations for approval by Cabinet.
7. The [Vacant Positions Under Active Search](#) log was reviewed.
8. The [Asian American and Native American Pacific Islander \(AANAPISI\) Serving Institutions Program](#) grant application is open for application to renew our grant. This has been a long-standing Federal grant award for our College and provides funding for the [Arise Program](#). There is some concern because the process gives preference points to new applicants and workforce outcomes. We have no idea who the readers of these grants will be and whether they will be knowledgeable of AANAPISI programs and the students these programs serve. There are more colleges who are applying, so Audrey reports that we had our first strategy meeting with Grant Director Adrienne Price. The group is looking at what would be compelling to a reader; focusing on unmet needs for the campus.

9. Library and Learning Resources has submitted an [Immediate Need Request](#) for marketing of 23 online CTE certificate programs. It was recommended that Guided Pathways funding be sought for this request or that it be included in the next round of New Resource Allocation requests. More information on the proposal is also needed before being reconsidered by Cabinet.
10. Professional and Organizational Development (POD) has announced that applications are now open for faculty to apply for the [ACUE Course in Effective Teaching Practices and CORA Best Practices for Teaching in the Community College](#). Both courses are offered through ACUE and BPTCC funding, in line with the Title IV grant.
11. Dean of Student Services, Koji Uesugi, provided an update on plans for the 75th Commencement. The [Commencement webpage](#) is currently being updated with information relevant to students and guests. Students have already had to petition for graduation and a Commencement registration notice should be out soon. Ticketing is limited to 2 tickets per person, but may be increased dependent on the number of students registered by the deadline. Faculty participation is optional this year. Graduates and guests will be socially distanced and masks will be required.
12. Cabinet was joined by Rosa Royce, College Compliance and Budget Officer, for the [Faculty Position Control Report](#). Highlights:
 - The FON report is still under development and will come later. However, we are good on the FON due to the deficit factor applied by the Chancellor's Office.
 - There are no additional separating faculty from the last report.
 - There have been 24 faculty positions authorized for hire during 2020-2021.
 - Eleven positions have been hired.
 - There are two positions being held for recruitment to begin in the Fall.
 - There are currently 10 positions in recruitment. One of these is a temporary one year position authorized for Ethnic Studies.
 - There are four faculty on sabbatical and one on an approved leave of absence.
13. Cabinet was joined by Joel Monroy, Director of Dual Enrollment, Marlyn Holt, Assistant Director of Dual Enrollment, Lina Soto, Associate Dean of Counseling, and Michelle Sampat, Associate Dean of Instruction, for a [Dual Enrollment Quarterly Report](#). Highlights:
 - There have been challenges in online learning for the dual enrollment programs.
 - Schools are returning to in-person for 2021-22 academic year.
 - Summer 2021 semester has 14 sections and registration is well under way.
 - Most MOU's have been submitted to Board for approval, with a few coming in for June.
 - Discussions and planning meetings are happening with Hacienda La Puente and Bassett Unified for potential Early College programs.
 - Growth is still happening with the AB288 programs and continued planning is happening to focus on this opportunity.
 - The program is collaborating with the Counseling program to map courses to guided pathways.
14. Cabinet reviewed the following personnel transactions:
 - Educational Advisor (Arise) – A [request to institutionalize the position](#) was brought forward. The institutionalization of this position was supposed to be phased in, but the grant funds have been enough to sustain the position. It was recommended to request this as New Resource Allocation funding in July.
 - Skilled Crafts Worker – A request to permanently increase FTE from 47.5% to 100% (Roch Hickey) was brought forward. This request was approved. Morris to process the [Change of Status](#) form.

15. Cabinet approved the following substitute position:
- Lead Skilled Crafts Worker (Due to leave of absence). Morris to process the [Change of Status](#) form.
16. The following positions were revisions of previous approved requests by Student Services. Audrey, with assistance of Abe, review, updated, and recommended for Cabinet approval the job descriptions, salary ranges, and funding sources to ensure that they were commensurate with the job duties of the positions requested. All documentation was confirmed, including appropriate funding, was provided in the packets. Cabinet accepted these recommendations:
- Temporary Special Project Manager (Reconnect and Reengage). Audrey to process the Request to Fill.
 - Temporary Special Project Manager (Basic Needs). Audrey to process the Request to Fill.
17. The following RTF was brought forward for approval, however, Cabinet recommended the postponement of this RTF for a Human Resources review of the salary range:
- [Director, Honors Program](#) (Retirement of Heidi Lockhart). Kelly to follow up with Human Resources on a salary study.
18. Cabinet approved the [Request to Fill Log](#) for the following positions:
- [Director, Research and Institutional Effectiveness](#)
 - [Media Production Specialist](#)
19. Doug reported:
- Administrative Services is working hard to prepare buildings for all those returning. Managers are reminded to complete the [Return to Campus Notification Smartsheet](#) survey and to provide at least two weeks notice to allow for the preparation for re-occupancy.
 - The new proposed Operational Change Form will be going out to all Vice Presidents. They are requested to provide feedback on operationalizing the form. Need input on the structure of approval of the requests; justification of the needs of escalating factors and metrics that were considered for the rationale.
 - They have looked at the financial report for Barnes and Noble. Sales are considerably down and will require further discussions.
20. Abe reported:
- We are at a halfway point of employees who have submitted their Mandatory Employee Clearance to Work On-Campus Response Form.
21. Audrey reported:
- The organizational structure for the SEAP funded programs and activities needs to be revisited.
 - Student Services departments are transitioning back to campus from now until June 11. Beginning June 15, 9B will open for students.
 - GradFest is tomorrow, scheduled from 10:00 a.m.-4:00 p.m.
22. Kelly reported:
- The Associate Vice President search committee compilation is today at noon.
 - There is a request to change the department name of History to History and Ethnic Studies. Kelly will bring back to Cabinet for review and approval in the Fall.
23. 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, 7/27)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 6/22)

- c. Zoom recording/digital retention (**Abe and Workgroup, 6/1**)
- d. Employee ID badge process (Abe, 6/29)
- e. AB30 (Dual Enrollment, A&R, and IT, 7/6)

24. Quarterly Reports to Cabinet

- a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 6/15)
- b. Limiting Short-term Hourly and Professional Experts and Managing Overtime (Abe and Alexis, 6/15)
- c. Emergency Response Plan Quarterly Report (Duetta, 7/13)
- d. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, and Kevin, 6/15)
- e. Faculty Position Control Quarterly Report (Rosa, 8/24)
- f. Construction Project/Scheduled Maintenance Quarterly Report (**Gary, 6/1**)
- g. IT Projects Quarterly Report (Anthony, 6/8)
- h. Grants Quarterly Update (Adrienne, 7/13)
- i. Dual Enrollment at Local High Schools Quarterly Report (Michelle, Joel, Marlyn, and Lina, 8/24)
- j. International Student Quarterly Report (George, 6/22)
- k. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 8/3)
- l. Title V Quarterly Report (Lianne and Lisa, 7/20)
- m. Guided Pathways Reporting (Michelle, Shiloh, and Sarah, 7/27)