



June 22, 2021

1. Cabinet reviewed and commented on the following information item:
 - a. As part of the CBE Collaborative, there was a [Competence Based Education Collaborative Kickoff](#) meeting on June 16. There will be challenges for Mt. SAC in implementing the grant particularly in the expectations for credit degree and transfer programs. We will meet the requirements, but there will be real questions about the benefits to Mt. SAC students given the grant requirements. Instruction teams are looking at modifications to see if this grant can be useful for us.
2. As discussed in previous Cabinet Notes, Cabinet members will participate in special Cabinet meetings this summer on prioritization of allocation of new State funding for 2021-2022 and strategy discussions for organizational structures and staff positions. Cabinet will devote time to analyzing the community college portion of the State 21-22 budget and what we anticipate for requirements for some categorical items. Cabinet will also look at personnel that are on the frost list, have been eliminated during the pandemic, and those positions funded with temporary money. The goal is to resolve temporarily funded or unfunded positions and provide ongoing funding for essential ongoing work. Additionally, Cabinet will analyze any structural changes that need Unrestricted General funding, including reorganizations. Cabinet members will collaborate on providing our best thinking in areas where the funding is in the budget and will start planning for options. Of priority will be looking ahead at staffing and maintenance for new buildings that are coming on line. Cabinet will dedicate two meetings in July and two in August to this work in anticipation of the 2021-2022 Adopted Budget to be presented to the Board in September.
3. In keeping up with the rapid actions at the recent Cal/OSHA Board Meeting and the changes in standards from the California Department of Public Health, a small group that included Morris met to respond quickly to the changes as the Summer Intersession began yesterday. Under direction, new protocols were communicated to faculty and managers with these protocols being effective only for the Summer Intersession. Students are required to wear masks indoors and may go through ACCESS for an accommodation. Vaccinated faculty (and all employees) may remove their masks, will use the return to campus submission form to verify their vaccination status or receive an accommodation through Human Resources, or if unvaccinated, will be required to mask indoors. Symptom checking protocols were eliminated, no social distancing is required, and continued sanitation protocols will continue as identified in their classroom safety plans.
4. There will be a marketing campaign that the College is back open July 1. There was discussion about the masking decision for the Fall semester of which discussions are still taking place. A decision point for the Fall is July 6 in anticipation of the first student registration date for Fall.
5. Cabinet was joined by Francisco Dorame, Dean of Counseling; Monica Cantu, Director of Project Implementation/Fiscal Integration; Tom Mauch, Associate Vice President of Student Services; George Bradshaw, Dean of Enrollment Management; Antonio Bangloy, Director of Enterprise Application Systems; Lina Soto, Associate Dean of Counseling; and Caron Gomes, Systems Analyst/Programmer, for a [EAB Navigate Schedule Building](#) update. Highlights:
 - Early alert system campus-wide implementation is expected for Spring 2022. Training meetings with faculty will be occurring during Summer and Fall and will be presented at the Fall FLEX Day.

- One click registration has a projected go live Winter 2022 and the planner will follow Guided Pathways mapping course sequence.
 - They're conducting a pilot of the student communication system with STEP and Summer Bridge students. They will be using a navigate business card with a QR code that will allow students to engage with EAB.
6. Cabinet was joined by George Bradshaw, Dean of Enrollment Management; Paty Montoya, Assistant Director of Admissions and Records; and Raelyn Alvarez, for an [International Student Quarterly](#) update. Highlights:
- SEVP policy guidelines are continuing to be updated.
 - Students who are requesting visas for school on or after August 1 no longer need to contact their embassies. They may only enter the country no earlier than 30 days before the start of their visa.
 - Students who are applying for F1 visa are asked to check with their consulate on visas.
 - On June 21, SEVP is monitoring legislation pertaining to the use of the name, image, and likeness of student athletes.
 - In process of SEVIS recertification which must occur every 2 years.
 - International students' health insurance for the 2020-21 year was partially covered by International Student Program funding. We have proposals from four companies for renewal of the coverage.
 - Enrollment projections are promising for students this Fall. Currently 405 students, but there are an additional 30 students who do not have their F1 visas, but are non-resident students. There is hope that they are able to get emergency exceptions from their home countries.
 - Students who were deferred to Fall are continuing to confirm their attendance.
 - Visa services remain curtailed. As of now, only 160 out of 223 posts are open for visa services. Student visas are considered Tier Four visas, which are lower on the prioritization list.
 - Recruitment is starting to pick up. There have been 98,406 impressions for those who searched our programs or college. 2,706 turned into clicks which are inquiries students have regarding programs and 438 have turned into leads. Top majors are kinesiology, psychology, accounting, fashion design, and hospitality and restaurant management.
 - Recruitment services are continuing virtually.
7. Cabinet reviewed and approved the [Request to Fill](#) log for the following positions:
- [Custodian I](#)
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8. Morris reported:
- The 2021-2022 tentative budget presentation is ready to go for the Board Meeting tomorrow night.
 - There has been discussion with Technical Services and Police and Campus Safety on security screening for external campus events.
9. Abe reported:
- Return to campus employee clearances are currently at a total of 1,737.
10. Audrey reported:
- Student emergency grants have totaled \$18.8M so far to students year-to-date.

11. 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, 9/28)
 - c. Zoom recording/digital retention (Abe and Workgroup, 7/13)
 - d. **Employee ID badge process (Abe, 6/29)**
 - e. AB30 (Dual Enrollment, A&R, and IT, 7/6)

12. Quarterly Reports to Cabinet
 - a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 6/29)
 - b. Emergency Response Plan Quarterly Report (Duetta, 7/13)
 - c. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, and Kevin, 7/20)
 - d. Faculty Position Control Quarterly Report (Rosa, 8/24)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 9/7)
 - f. IT Projects Quarterly Report (Anthony, 9/14)
 - g. Grants Quarterly Update (Adrienne, 7/13)
 - h. Dual Enrollment at Local High Schools Quarterly Report (Michelle, Joel, Marlyn, and Lina, 8/24)
 - i. International Student Quarterly Report (George, 9/28)
 - j. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 8/3)
 - k. Title V Quarterly Report (Lianne and Lisa, 7/20)
 - l. Guided Pathways Reporting (Michelle, Shiloh, and Sarah, 7/27)