



November 17, 2020

1. Cabinet reviewed and commented on the following information items:
 - a. Bill sent out a campus announcement on the [Election Impact on Mt. SAC](#), which included the implications of a new administration, the unknown party majority of the Senate, as well as the disappointing failures of Propositions 15 and 16. Both were propositions that would have supported community college funding and equity. The change in the Federal administration will be good for Mt. SAC regardless of politics as president-elect Biden seems to have an education-friendly position. There is also a general good feeling about changing the tenor for international students. Like many in the nation, we are looking toward relief in the form of another Federal stimulus package that will target education. With a couple of races still in the wings, there is a lot more balance in the Senate and House, and this potential for compromise could be good for education. In terms of local elections, the congressional representative that serves our area was a surprise and flipped from Democrat Gil Cisneros to Republican Young Kim. However, Mt. SAC advocates for education on both sides of the political spectrum.
 - b. Mt. SAC is partnering with Cal Poly Pomona on the [Los Angeles Postsecondary Education Funders Collaborative, Transfer Success L.A.](#), which is a National Science Foundation grant opportunity. The proposal will fund an approach that designs, tests, and documents innovative approaches for transfer students. The grant will address the issue of students stopping out between high school and university. We are excited to partner with our neighbor and have submitted a letter of interest to Cal Poly.
 - c. An article from the Public Policy Institute of California, [How Does the Job Recovery Look Around California this Fall?](#), discusses the effects of the pandemic and recession on California's job market. The statewide unemployment rate is at 11%, contributed significantly by the high rate of unemployment in Los Angeles County at just over 15.1%. The majority of counties in California are now below 10% unemployment. Since the beginning of the pandemic, California has slowly regained 38% of the jobs lost between April and September. Large metropolitan areas are seeing the slowest recovery with small and medium metro areas making the largest gains in job growth. A possible Fall resurgence of the pandemic may undermine these gains.
 - d. An article from the Public Policy Institute of California, [How Might the Supreme Court ACA Case Affect California?](#), highlights the challenge before the Supreme Court on the Affordable Care Act. Oral arguments before the court focused on the individual mandate which requires Americans to have health insurance or pay a tax penalty. Pundits say the most likely outcome is that the court will sever the constitutional issue of the individual mandate from the constitutionality of the ACA as a whole. The general feeling is that the ACA will survive but without the individual mandate. If that is the outcome, predictions are that this ruling will be survivable for Californians as our State provides significant State level funding under Covered California with nearly 90% of enrollees receiving subsidies to make coverage more affordable. The Supreme Court decision will be announced in the spring.
 - e. Carnegie Mellon University is applying for an NSF grant, [Social and Interactive Learning at Community College: Investigating the Use of Real-Time Data for Augmenting Teaching Practice in Project-Based Learning \(SAIL-CC\)](#), in which we have our hat in the ring to be a partner with them. The grant is a national initiative focusing on project-based learning in IT and CIS disciplines. Initial reactions from our CIS faculty is positive.
 - f. The Vice President of Instruction Hiring Committee is in place, with Irene heading up the recruitment as chair. The process will include a town hall-style opportunity for finalists to interact with the College as a whole. The projected timeline estimates completion of the hiring process by mid-March.
 - g. Cabinet reviewed the [Vacant Positions Under Active Search](#) log.
2. Governor Gavin Newsom issued a press release on [New Immediate Actions to Curb COVID-19 Transmission](#), which moves many counties into a more restrictive tier. As transmission of cases are sharply increasing, the Governor is "pulling the emergency brake" on his Blueprint for a Safer Economy. The challenge for Los Angeles County is that we are still the leading offender of contagion in the State.

3. The Los Angeles County Department of Public Health [Telebriefing for Colleges and Universities](#) update did not provide any surprises. The County is still in the purple tier and bracing for an increase in cases and hospitalizations as we enter the holiday season. Officials warned about more potential business shut downs in January.
4. The Chancellor's Office issued a Memo, [Expansion of Allowable Uses of Restricted Proposition 20 Lottery Funds](#), which implements both SB 820 and AB 2884, now allowing flexibility in use of lottery funds for laptops and hotspots for students as well as to cover student basic needs. Irene, Audrey, and Morris will meet on Friday to develop a plan and bring a report back to Cabinet.
5. Cabinet approved the following out-of-class appointment:
 - Instruction Services Analyst (short-term vacancy). Irene to process the [Change of Status](#).
6. Cabinet approved the recommendation from the CSEA 262 Reclassification Committee for the following reclassification request:
 - Christina Estrada, Instructional Services Analyst, Range 107
7. Cabinet approved recruitment to proceed for the following positions:
 - Administrative Specialist I, Financial Aid (previously frosted, VLT of Christopher Padilla). Audrey to process the [Request to Fill](#).
 - Payroll Coordinator (previously Fiscal Specialist II, Payroll, promotion of Kasteel Gumban). Morris to process the [Request to Fill](#).
8. Morris provided an update on the [Attendance Accounting Issue with Labs](#), wherein Mt. SAC has been following the currently posted Student Attendance Accounting Manual (SAAM), which was resulting in a significant reduction of FTES for lab classes in distance education. Title 4, Section 58009 allows an exception which states, "For independent study, correspondence, or distance education laboratory courses, weekly, student contact hours shall be equivalent to those which would be generated for the same student effort in a laboratory course computed pursuant to subdivisions (b) or (c) of section 58003.1. For purposes of this section "distance education laboratory course" means distance education course which consists partly or exclusively of laboratory work." The Chancellor's Office acknowledged that they are working on an update to the SAAM that has not yet been posted and that will include language to implement this Title 5 section. Unfortunately, this exception has not been communicated well and was not in the posted SAAM.
9. Fall Expanded PAC is taking place on November 18, 2020, and the [Agenda](#) was shared. The focus is to begin to reconstruct the process for strategic planning. We will review the Mission, Vision, and Core Values and discuss creating a model that demonstrates integrated planning. The environment and landscape has changed, so it is time to take a look at the existing planning-related initiatives on campus and how those should tie into the College Strategic Plan. Included in the presentations are Guided Pathways, Educational Access, Sustainability, and Completion Breakthroughs. This is a platform at which next Spring's Expanded PAC can pursue a structure for our campus strategic planning process. The themes should emerge from the work that we are doing now and the vision that those who are doing the work have about where their work is going.

10. The Legislative Analyst's Office provided an [Update on COVID-19 Spending in California](#) which provides a retrospect on how COVID-19 has affected the State. Discussed in the article are all funds that have been allocated to the State government.
11. Cabinet reviewed the [Request to Fill](#) log for the following position:
 - [Special Projects Coordinator, Human Resources](#) (NEW)
12. Cabinet was joined by Francisco Dorame, Dean of Counseling; George Bradshaw, Dean of Enrollment Management; Dale Vickers, Chief Technology Officer; Monica Cantu-Chan, Director of IT Project Implementation; Antonio Bangloy, Director of Enterprise Application System; Caron Gomes, Systems Analyst/Programmer; Lance Heard, Co-Vice President of the Academic Senate; and Sara Mestas, Professor of Counseling; to provide an update on [EAB Navigate Schedule Building](#). EAB has been steadily rolling out to the campus. Highlights:
 - The Early Alert pilot with the Summer Bridge program was completed. There were 685 evaluations sent and 262 responses received from faculty. There were 48 students marked at risk with English, math, and Counseling faculty involved. Additional support is needed for the continued development of this early alert program. The effectiveness of the follow up to the alerts is encouraging.
 - A portlet was created in the portal that provides students with access to the Navigate application so that it can be downloaded on a phone. 252 students are actively using the application from their phone. Counseling has identified useful components to use to be able to target students.
 - The system has been designed with faculty from the beginning. Faculty commented that it would be easiest to start with a model that was already in use at another college. Cal State Northridge has been using EAB, and their model was reviewed by our EAB Team for compatibility and feasibility. Faculty have access to case closure alerts so that they can see that the case has been resolved.
 - The new catalog for 2020-21 has been published and these changes are being made in EAB Navigate.
 - The EAB Navigate one touch registration was planned to be tested but is now on hold to resume in January 2021.
 - The team is continuing to look at future training. So far, training has been focused on Counseling, but there are several other roles that have been designed. Visit www.mtsac.edu/navigate for additional information. Coming soon is access request forms, targeted student email communication forms, and additional training materials.
 - Next steps is to expand training to instructional faculty and staff, EOPS/Minority Male Initiative pilot groups, attend the EAB/Navigate Conference, 2020-21 catalog added to EAB/Navigate, go live with the planner tab, and establishing parameters for texting.
13. Cabinet was joined by Gary Nellesen, Executive Director of Facilities Planning and Management, to provide a [Construction/Scheduled Maintenance Quarterly Report](#). A lot has happened over the last quarter with Measures RR and GO. Highlights:
 - We are in the final phases of bid and contract award for Heritage Hall.
 - The Student Center site grading has started and is progressing well.
 - We have DSA and DOF authority to construct the Gym and Aquatics Center and will be starting with excavation work soon.
 - Bids have been received on the Temple Avenue pedestrian bridge intersection and green corridor. Bids came in a little higher than anticipated, but some changes that were made in DSA which were driving those costs.
 - Parking Structure R is substantially complete and Parking Structure S is approaching 30% complete despite some challenges with concrete availability.
 - Central campus infrastructure work is starting to be buttoned up in the parking lot areas so that if we do need to have parking for students, it will be ready in the new year.
 - The Campus Store and Instruction Offices Project is in the design phase and set to go to DSA in approximately 4 months. We expect a quick turnaround.

- There has been discussion about the Instructional Village and the consideration of modular construction versus standard construction. The Board asked about this and Gary will talk about it in CMPCT this week.
- The design of the Sand Volleyball Court and Technology and Health facility are both progressing.
- Staff is stretched on small projects and Gary is looking at some options for relief.
- Planning work on the Library project for conceptual scope will begin around the first of the year; signage and wayfinding, lighting, and another utility infrastructure will begin in a second phase.

14. Abe reported:

- He will be going into reopener phase in January with CSEA.
- He is looking forward to the Thanksgiving break.

15. Morris reported he has rejoined the Fiscal Affairs Advisory Task Force last week. Most of the conversation was focused on statewide budget requests and the conversation around whether or not there are going to be proposed budget cuts for 2021-2022. This means the state is still thinking along the lines of possible cuts for 2021-2022. The strategy the Task Force is working on is, in dealing with potential budget cuts, how we get the legislature to focus on workload reduction similar to that done in the great recession.

16. Audrey reported:

- AB 705 reporting requirements have been received and are due in December. The information from the Chancellor's Office is very confusing.
- Her team is meeting on the SEAP plan to determine disproportionately impacted students and match them to the categories in the plan.
- There are lots of activities going on, International Education Week, Associated Students Finals Frenzy, and Friendsgiving.
- The Dean of ACCESS orientation hiring committee is meeting today.
- The Mountie Mentor meetings are going strong.
- The Student Services Manager Retreat is being planned.

17. Irene reported they've just completed the third download of the Spring schedule.

18. Items for future agendas (items for the next Cabinet meeting are shown in BOLD)

- a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris, Doug, 12/15)
- b. Adjustments to the 2020-21 budget to Meet State Allocation Reductions **(ALL, as needed each Cabinet)**
 1. Limiting Short-term Hourly and Professional Expert Positions
 2. Manage Overtime Assignments and Costs
- c. Multiple Measures Placement Workgroup (Joumana, George, and Team, 2/23)
- d. Management Workgroup for SEAP funds (Audrey, Madelyn, and Rosa , 12/8)
- e. Student Centered Funding Formula—Continued Follow Up
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, 1/26)
 2. Auto Award/Near Completion (Audrey, George, Francisco, Dale, 2/9)
 3. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup-- Francisco, 2/16)

19. Quarterly Reports to Cabinet

- Emergency Response Plan Quarterly Report (Duetta, 1/12)
- Room Utilization/Capacity-Load Ratio Project (Gary, Mika, Joumana, and Kevin, 2/2)
- Faculty Position Control Quarterly Report (Joumana and Rosa, 2/2)
- Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/16)
- IT Projects Quarterly Report (Dale, 2/9)
- Grants Quarterly Update (Adrienne, 1/5)
- Dual Enrollment at Local High Schools Quarterly Report (Joumana, Joel, Marlyn, and Lina, 2/23)

- International Student Quarterly Report (George, 12/8)
- Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 1/19)
- Title IV Quarterly Report (Lianne and Lisa, 1/19)