



February 22, 2022

Cabinet will be on hiatus on March 1

1. Cabinet discussed the proposed topics for Board Study Session on Saturday, March 12:
 - Budget Scenarios (Rodrigue, Fowler, Arballo)
 - OPEB Actuarial Report (Rodrigue, Actuary Firm)
 - Measure GO Quarterly Update (Nellesen)
 - Return and Recovery (Fowler, Arballo, Yamagata-Noji)
 - Accreditation Training (Fowler)
 - Board Self-Evaluation (Board)
2. Cabinet approved an [Immediate Need Request](#) from the President's Office for live captioning services for \$9,000 one-time.
3. Cabinet was joined by Meghan Chen, Associate Vice President of Instruction, Lina Soto, Associate Dean of Counseling, Marlyn Holt, Acting Director of Dual Enrollment, and Marisa Fierro, Acting Assistant Director of Dual Enrollment, to provide a [Dual Enrollment update](#). Highlights:
 - Recruitment is underway for a Student Services Program Specialist II, and Marisa Fierro is serving as the Acting Assistant Director.
 - The team presented at Flex Day on Dual Enrollment and its successes.
 - The inaugural graduation for the Mt. SAC Early College Academy at West Covina is scheduled for June 2022.
 - The dual enrollment team is conducting application information and enrollment workshops for Summer.
 - Dual Enrollment success rates for Summer with 14 sections was 80% for overall course pass rates; the Fall rates with 54 sections was 84% for overall course success. Students struggled somewhat to pass asynchronous online dual enrollment classes.
 - Dual enrollment courses have seen an 8% enrollment increase from the 2021-20 to the 2021-22 academic year.
 - Future Early College Academy Programs are underway for Hacienda La Puente USD, Bassett USD, Pomona USD, and discussions are continuing with other high school partners.
 - Lina Soto and Rudy Santacruz have attended high school discussion meetings for curriculum planning.
 - The counselors have created a Canvas dual enrollment student hub shell.
4. Cabinet was joined by Romelia Salinas, Dean of Library and Learning Resources, to provide an [Academic Support Coordination update](#). Highlights:
 - Tutoring Center data usage has increased from Fall 2021, with most coming from in-person services.
 - The NetTutor usage data supports the trend of having students prefer in-person to online academic support. There was an increase in overall NetTutor usage, but not as high as when we were completely online due in part to students having the option to tutor in person.
 - Academic Support Workgroup restructuring – post-covid, these workgroups need to be reviewed. The dual enrollment team spent some time looking at these groups and recommend changes to them, particularly consolidating the workgroups in Planning and Outcomes, Hiring, Tutor Training, and Marketing.
 - The Dual enrollment team is working on standardized job descriptions for tutors.
 - The team members have been participating in the EAB early alert pilot program, and academic support will be part of the spring pilot.

5. Morris reported:
 - Vaccination implementation team meetings are continuing and attempting to resolve any issues for Spring.
6. Audrey reported:
 - There have been reports of aggressive ballot measure signers asking students for signatures.
 - The MMI Retreat last week was very successful.
7. Sokha reported:
 - Human Resources is sending out a listserve email to submit vaccination information by employees.
 - Negotiation of the Academic Calendar should be done today.
 - Orientation for the selection committee for the HR AVP is to be held today; there is a shortage of applicants as there are quite a few HR VP openings in the area.
8. Kelly reported:
 - The SCUP training (Society for College and University Planning) was well attended and very informative. She appreciates all who participated. A follow-up meeting of attendees will be scheduled soon.
 - On accreditation, a FLEX day presentation will be delivered and the team is planning on working with the committee chairs in terms of training for accreditation. Three accreditation forums have been scheduled during the Spring semester.
 - The accreditation Annual Report is due to the Accrediting Commission by April 9. In addition, the core accreditation team is working on a draft narrative addressing the standards to provide to committees to leverage as they start to work on the response to the standards. The draft language will help prompt and guide committees and writing/weaving teams addressing the draft narrative.
 - Thanks to Sarah Mestas, Shiloh Blacksher, and Meghan Chen on the Guided Pathways AACC key performance indicator report.
 - COVID Information Sessions are continuing this week with a session today and a session tomorrow at 3:00 p.m.
 - The Instructional Leadership Team continues to communicate and collaborate on the nuances of the return to campus with faculty and the campus.
 - New for Fall is a fast-track schedule of an Associate Degree for Transfer in Communication Studies.
 - Enrollment data shows 46% face-to-face and 45% online, has moved today to 45% f2f, 48% online. We are starting to see a trend in online enrollments. Comparison of Credit FTES data to Spring 2020 down 18.6%; compared to last year Spring 2021, down 1.8%.
9. Madelyn reported:
 - Good news for Winter with noncredit being at least 50 FTES up. This is due to increases in ESL and in high school populations. There would likely have been a higher increase in FTES had some of the community and residential centers had not closed in the winter. We were able to move some of these students into online classes or on-campus classes.
 - Spring noncredit enrollment is looking positive on the first day with on-campus morning classes being full. We opened two more ESL classes on campus and four online because of morning demand.
 - Eleven additional senior centers opened for Spring that were closed for Fall. Some residential centers are still closed.
 - SCE staff are guiding over 200 new students who are not vaccine compliant to become compliant by sending them emails and texts, and following up with phone calls.
 - Madelyn and Ashley Walker Mt. SAC lobbyist met with Assemblymember Kevin McCarty's office and K12 partners about AB 1491 which is the adult ed carryover limit bill but the College remains opposed and both sides were not able to come to any agreements modifying the language.

- Next week ACCE annual online Community and Continuing Education professional development conference, of which Madelyn is a board member. Speakers include four Chancellor's Office Vice Chancellors and the Executive Vice Chancellor, and Dr. Paul Steenhausen from the Legislative Analyst's Office.
- All SCE departments are focused on enrollment and student outreach right now.

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

- a. Return and Recover Initiative:
 1. Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Assistant Director, Academic Technology, 4/26)
 2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 4/26)
 3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 4/26)
 4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 4/26)
- b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, 5/17)
- c. Student Centered Funding Formula—Continued Follow Up:
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 4/5)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 5/3)

11. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta and Sayeed, 4/19)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 5/3)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 4/12)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 5/17)
- e. IT Projects Quarterly Report (Anthony, 5/17)
- f. Grants Quarterly Update (Adrienne, 4/19)
- g. International Student Quarterly Report (Chris, George, and Paty 5/3)
- h. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 5/24)
- i. Guided Pathways Quarterly Report (**Meghan, Shiloh, and Sarah, 3/8**)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 5/24)
- k. Title V Quarterly Report (Lianne and Lisa, 5/10)
- l. AB 30 (Dual Enrollment, A&R, and IT, 5/3)