



August 17, 2021

1. Cabinet reviewed and commented on the following information items:
 - a. A [press release](#) went out to various media outlets announcing the Board Resolution for students' and employees' vaccination and testing protocols for the Fall semester. We received an email response from the Tribune, so we'll see if there is a resulting article.
 - b. The San Gabriel Valley Tribune published an article, [Mt. SAC counselors, librarians feared returning to work. Then this happened](#). The article outlines actions from the August 11 Board Meeting related to public comment.
 - c. School Services of California article, [State Requires School Staff Vaccinations](#), discusses the recent mandate by Governor Newsom that all K-12 school staff must be vaccinated or submit to weekly tests. As community colleges are local districts, they are not bound by this Order.
2. Cabinet reviewed recommended revisions to [AP 4240 – Academic Renewal](#) that were a result of recommended changes from discussions at SPEAC, Academic Senate, and AMAC. Every college handles this process differently and the previous AP did not accurately reflect our current processes and it is now cleaned up. There is some additional technical clean up that needs to happen. **Audrey to take back to SPEAC and then go on to PAC for recommendations.**
3. Cabinet reviewed revisions to [AP 5055 – Enrollment Priorities](#) that were a result of recommended changes from discussions at SPEAC, Academic Senate, and AMAC. This item will move forward to PAC, but eventually needs to go back through the process to include language on AB30.
4. Cabinet reviewed a legal opinion from Liebert, Cassidy, Whitmore regarding a COVID-19 vaccination policy for students. The opinion includes information on the ability of the College to require students to be vaccinated as long as it follows student protections under ADA, as well as legal risks surrounding punitive consequences for failing to be vaccinated.
5. Cabinet reviewed the final [Resolution 21-05 – Granting Authority to Develop a Vaccination/COVID-19 Testing Program to Facilitate the Protection of Faculty, Staff, and Students Who Participate in On-campus College Educational Activities](#) that was passed by the Board on Friday, August 13, 2021.
6. Related to the above Resolution, an [email](#) was sent out to both staff and students announcing the passage of the Resolution, as well as when to expect more information. The email was followed up by text and voicemail messages through our emergency alert system, Rave.
7. Yen reported that the signage window clings are in. Additionally, poster stands are in and posters have been printed. There are more stands on order, but there is a supply issue. Marketing has an ample supply of posters and tape for anyone who wants them. Installation and delivery to on campus areas of the stands is happening this week.
8. Cabinet reviewed an [Immediate Need Request](#) from the Business Division requesting 9 LHE per semester for a Restaurant Coordinator. Previously, this was funded by Strong Workforce money. A meeting is scheduled with Jennifer to discuss this on Friday. (Note: as a result of this meeting 6 LHE was granted for this position for Fall 2021 and another 6 LHE for Spring 2022)

9. As anticipated, the LAOC Regional Consortium sent a [separation letter](#) to Vice Chancellor Sheneui Weber requesting a split of the LA and OC into their own consortiums. It looks like the separation is going to happen. The two areas of funding would be split, with 60% going to Los Angeles and 40% to Orange County. Some money would go to each Consortium to cover administrative costs.
10. Cabinet was joined by Tami Pearson, Dean of Continuing Education, and Shannon Rider, Special Project Manager, for a [Noncredit Support of SCFF and Multiple Measures](#) update. Highlights:
- A comparison in SCE enrollment unduplicated headcount from 19-20 was 49,728 and 20-21 was 36,185.
 - In the headcount by ethnicity and gender, Latinx male was the largest drop of over 2800 students and Asian males saw the largest percentage drop of 46%.
 - Summer of 2021 saw an increase in 1,853 total enrollments, mostly in CDCP.
 - A total of 1309 of AB540 students have had a noncredit touchpoint, either attended noncredit courses or tutoring labs or both. This is about a 15% increase from last update.
 - 56% of Promise and Pell students had a noncredit touch point, which is a slight decrease from 19-20. This is most likely due to less students attending tutoring while online.
 - Pass rates for open entry/open exit courses see pass rates from 5% to 64%.
 - Pass rates for managed enrolled courses are at or above approximately 80%; they have seen a little drop in Short-term Vocational.
 - Adult high school diploma saw an increase in pass rates.
 - AIME faculty are currently in discussions with English and AMLA to see how they can help ACCESS and non-native English speaking students.
 - AIME English dropped from 133 to 65 from 2019-20 to 2020-21 and AIME Math stayed static.
 - Course success for AIME students dropped a bit from 2019-20 and 2020-21 for both English and Math courses.
 - Programs with the highest level of transition are STV Mirrored, STV Health, and STV.
 - Course success rates in credit courses are doing well in all SCE programs.
 - SCE is continuing to institutionalize noncredit distance education and online programs.
 - They're planning new program development such as Pharmacy Tech, LVN, and HS diploma courses.
 - There's a refocus effort with workforce partners and getting them back to campus.
11. Cabinet reviewed and approved the [Request to Fill](#) log for the following position:
- [Coordinator, Audio Visual Systems](#)
12. Kelly reported:
- The Instructional Leadership Team is still continuing to pivot with student demand, and we are making progress in adding more online class sections. We are 14% down from Fall 19, but 9% up from Fall 20. We're about 56% face to face and are continuing to watch enrollment in order to maximize with the focus on access for students.
 - The Instruction office is continuing to send communication to faculty and there is additional information to come. They are developing Q&A to put on their website that can be available on the [Office of Instruction website](#).
 - Informational sessions are being held for faculty today, tomorrow, and Thursday for face to face faculty.
 - Accreditation is moving along, with a kickoff Friday, October 22 at 1:00 p.m. There is good work going on with the core team and the Commission.
13. Morris reported:
- Anthony Moore has some dates for Banner shutdowns; they will be shifting to Sundays from 6 a.m.-12 p.m. on 8/29 and time unknown on 9/19, but could be up to the whole day.
 - Morris discussed the best routes for shuttles from both parking structures and Lot M for students.

- There have been a few demos for the vaccination and testing programs, and Morris and his team are almost ready to make the purchase to move forward with rapid implementation.

14. Abe reported:

- He made a presentation at CPD-Day that went well.

15. Audrey reported:

- They had New Student Welcome, which was quite popular, with more students attending than originally thought.
- Student Services has social distancing bracelets available for staff and students.
- They're working on hiring additional student ambassadors for the first week of school for guidance for students.
- DHH had a very successful camping trip.
- There is a division wide Student Services meeting on Thursday.
- We were approved for the Transfer Advantage Grant with Cal Poly to improve transfer of underserved Mt. SAC students to Cal Poly.

16. Madelyn reported:

- We are one of three community colleges going forward for earmark funding; our request is for \$495,000 for a pharmacy tech program. The request has been approved by the House of Representatives and will next go to the Senate for approval which is sponsored by California Senator Alex Padilla.
- SCE is communicating with students on changes related to Fall vaccination/testing requirements.

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

- Multiple Measures Placement Workgroup (George and Team, TBD)
- Student Centered Funding Formula—Continued Follow Up
 - Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 11/23)
 - EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 9/28)
- AB30 (Dual Enrollment, A&R, and IT, 10/19)
- Promise Update (Audrey, TBD)

18. Quarterly Reports to Cabinet

- Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 6/29)
- Emergency Response Plan Quarterly Report (Duetta, 10/26)
- Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Mika, and Kevin, 9/27)
- Faculty Position Control Quarterly Report (Rosa and Meghan, 9/21)
- Construction Project/Scheduled Maintenance Quarterly Report (Gary, 9/28)
- IT Projects Quarterly Report (Anthony, 9/14)
- Grants Quarterly Update (Adrienne, 10/26)
- International Student Quarterly Report (George, 9/28)
- Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 9/14)
- Guided Pathways Reporting (Meghan, Shiloh, and Sarah, 10/26)
- Dual Enrollment at Local High Schools Quarterly Report (Meghan, Joel, Marlyn, and Lina, 8/31)
- Title V Quarterly Report (Lianne and Lisa, 10/19)