



October 26, 2021

Kevin sat in for Morris

Kelly was at a conference

1. Cabinet reviewed and commented on the following information items:
 - a. As we continue communication regarding Board Resolution 21-05—Granting Authority to Develop a COVID-19 Vaccination/Testing Program, the next series of messages are going out to both [employees](#) and [students](#). This message confirms the Board's direction to require students who engage in on-campus activities to be vaccinated beginning with the Winter intersession. The announcements provide further direction related to the vaccine mandate for students, including the process for exemptions.
 - b. The [Vacant Positions Under Active Search Log](#) was reviewed.
2. The Chancellor's Office proposed Title 5 regulations changes for [Distance Education](#). Basically, the changes address substantive interaction required between instructors and student. The three areas of the regulations undergoing change are selection and workload, instructor contact, and separate approval. It states that colleges have to follow local policy and that these regulations do not override locally negotiated processes and standards developed with faculty unions. This regulation change is anticipated to have minimal impact on Mt. SAC practices in these areas.
3. An update from our lobbying firm, Nossaman LLP, regarding a Congressional [Build Back Better Appropriations Update](#). Free community college was removed from the Federal funding Bill as part of the compromise between liberal and moderate Democrats. This was not surprising. Unfortunately, we did not get our earmark appropriations request included in the Senate version of the budget. However, our earmark is still in the House budget bill. There will be a meeting between the two houses to decide on the final budget language. We are continuing to advocate for our earmark proposal to be funded.
4. Cabinet was joined by Duetta Langevin, Director of Safety and Risk Management, and Sayeed Wadud, Manager of Emergency and Environmental, for the [Emergency Response Quarterly](#) report. Highlights:
 - They have been handling disposal of various hazardous waste from different areas on campus. There will be designated containers for areas to bring their hazardous waste to for disposal.
 - Emergency Management 101 training has been rolled out and will be scheduled monthly for managers. There are some additional emergency management related trainings available online with POD.
 - New templates for building evacuation plans have gone out to Building Managers.
 - A new Respiratory Protection Plan was drafted and is a simple template as we do not currently have any employees who require the use of regular respiratory devices.
 - PPE requests have slowed down since the beginning of the semester. Additional PPE can be requested from the State supply that we have access to.
5. Cabinet was joined by Adrienne Price, Director of Grants, for the [Grants Quarterly](#) report. Highlights:
 - The APIA Scholars grant was awarded one year for \$15,000 and focuses on identifying the degree that NHPI students engage with the College and how, or whether, they're accessing resources at the College.
 - The AANAPISI grant was not funded this time around. There have been discussions about advocating for additional funding from that grant. We have a current one-year extension and have some savings due to COVID.

- A project request for Achieving the Dream with funding from Lumina Foundation for Prioritizing Adult Community College Enrollment. The request is \$75,000 over a 20-month project period and focuses on a noncredit outreach campaign to increase the enrollment of first-time adult students and the re-enrollment of adults in noncredit programs.
 - A project request for New America with funding from Lumina Foundation for New Models for Career Preparation. The request is \$50,000 for a one-year project period that explores replicable and scalable principles that go into creating high-quality degree programs.
 - There are several grants that started in the first quarter of 2021-22, including Umoja Community Education Foundation, a Nursing Education Program Support, Certified Nursing Assistant (CNA) Program Grant, Child Development Training Consortium, Improving Undergraduate STEM Education: Collaborative Research: CLASS 2.0: Applying a Digital Tool to Support Self-regulated Learning Strategies in Introductory Geoscience Courses, and College and Career Bridge Program: Rising Scholars.
6. Cabinet approved the [Request to Fill](#) log for the following positions:
- [Administrative Specialist II](#) (Off Campus High School Programs)
 - [Assistant Director, Academic Technology](#)
 - [Coordinator, Deaf and Hard of Hearing](#)
 - [Dean, Instruction](#)
 - [Director, Outreach and Entry Services](#)
 - [Locksmith](#)
 - [Project/Program Specialist](#) (Education for Older Adults & Adults with Disabilities)
 - [Registration Specialist](#) (English as a Second Language)
 - [Senior Research Analyst](#)
 - [Skilled Trade Crafts Worker](#)
7. Cabinet approved an [Immediate Need Request](#) for Student Services for ProtoCall for 24/7 mental health services one-time for \$35,100.
8. Kevin reported:
- The Cross Country Meet had about 8,000 tickets sold with over 10,000 athletes participating. It was a good shakedown run for the use of the facility. The event ran smoothly, with a couple of tweaks identified.
9. Sokha reported:
- HR is working on altering the manager evaluation process so that managers who are hired after July 31 do not have to run through the evaluation process for a contract renewal for the next year. Those managers who have a first contract for less than six months will have an additional one-year contract starting the next January 1 so that there is a reasonable amount of time to evaluate the employees.
 - Negotiations are being concluded and will begin the next cycle of negotiations in January with new teams.
10. Audrey reported:
- The Student Services Manager retreat is looking at equity issues to better infuse it into the work that they do.
 - A recent EAB meeting discussed the implementation timeframe for individual functions of EAB and each of them are moving along. The EAB team is continues to work on one click registration and will reevaluate existing waitlist system for compatibility with this EAB feature.
11. Madelyn reported:
- The largest impact of the vaccine mandate in the Board Resolution is on ESL students. Her team is working on getting the messaging out to students.

- She was contacted by the Sentry Foundation to discuss adult learners as part of a grant they received from Lumina Foundation. It is a collaboration between community colleges and industry to create a more racially inclusive learning environment.
- The noncredit enrollment headcount is inching up to 2019 numbers, now 3,000 ahead of last year. The biggest improvement is in ESL and high school programs.
- The Mt. SAC Academy is looking for noncredit courses in the Winter.
- The American Job Centers liaison has been very proactive and has been here two days a week. She has already been visiting classes to co-enroll students.

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

- Return and Recover Initiative:
 - Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Assistant Director, Academic Technology, 1/25)
 - Center for Black and African American Studies, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 1/25)
 - Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 1/25)
 - Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 1/25)
- 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, 12/21)

13. Quarterly Reports to Cabinet:

- Emergency Response Plan Quarterly Report (Duetta, 1/18)
- Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Mika, and Kevin, 12/21)
- Faculty Position Control Quarterly Report (Rosa and Meghan, 1/11)
- Construction Project/Scheduled Maintenance Quarterly Report (Gary, 12/7)
- IT Projects Quarterly Report (Anthony, 12/14)
- Grants Quarterly Update (Adrienne, 1/18)
- International Student Quarterly Report (Chris, George, and Paty 12/21)
- Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 12/14)
- Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, 11/9)
- Dual Enrollment Quarterly Report (Meghan, Joel, Marlyn, and Lina, 11/23)
- Title V Quarterly Report (Lianne and Lisa, 1/18)