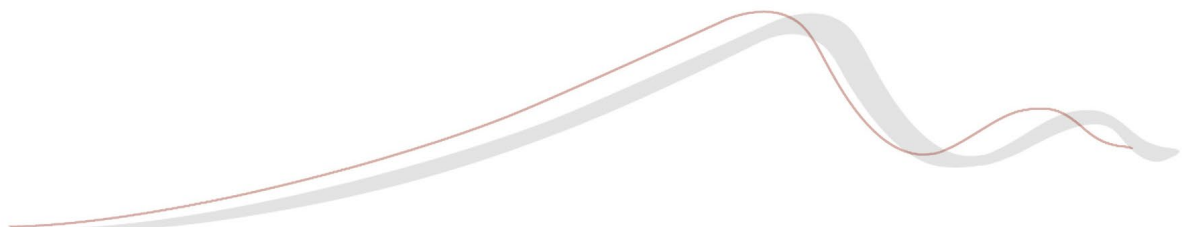


President's Cabinet Action Notes **June 4, 2024**

1. Cabinet reviewed and commented on the following standing items:
 - a. Cabinet approved the [Request to Fill](#) for the following positions:
 - [Manager, Maintenance and Operations](#)
 - [Fiscal Specialist](#)
 - b. Cabinet approved an [Emergency Funding Request](#) from the School of Continuing Education for a \$12,357 one-time funding allocation to cover the costs related to the Vocational Nursing Program Director compensation for the 2024-25 academic year.
 - c. Cabinet received the following diversity, equity, inclusion, social justice, anti-racism, and accessibility updates:
 - Professor Ben Brown will initiate a movement within SCE focused on integrating sustainability activities into the classroom, especially for ESL and Adults with Disabilities programs. He will assist faculty in implementing sustainability strategies in their teaching.
 - There is an event scheduled today at the Pride Center to receive input from students on the vision moving forward with the transition of the Center from Instruction to Student Services.
 - d. Cabinet received the following enrollment updates:
 - SCE has achieved FTES at the same level as last year at the 14-week mark.
 - Credit enrollment for Summer 2024 is on track, with enrollment trending at 2,428 FTES compared to 2,139 FTES for Summer 2023.
 - Fall enrollment FTES is challenging to estimate, since student registration dates changed, and they are now enrolling earlier than previous years. We anticipate an increase in enrollment upon the completion of Spring and Summer terms. Student Services has continued conducting outreach.
2. Adrienne Price presented the following Grant Proposal Approval Summary Form:
 - [MUREP-INCLUDES](#) – The grant application was approved to move forward.
3. Cabinet reviewed the Management Staff Quarterly Meeting Agenda. Topics will include noncredit transitions, LiveScan update, ADA accommodations process, budget update, PIE process update, Governance Handbook Workgroup update, and a Commencement update.
4. The College's LiveScan requirements will change and require that temporary employees undergo a LiveScan as well. The cost is between \$60-\$70 per LiveScan. This change will be communicated to the campus before it is implemented.



5. The School of Continuing Education provided a [One-Year Review](#) of their website redesign in May 2023:
 - A 41% increase in website page views.
 - A 12,155% increase in Short-Term Vocational program page views.
 - A 1,180% increase in Adult Basic Education program page views.
 - A 3,748% increase in Education for Older Adults program page views.
 - A 4,495% increase in Adults with Disabilities program page views.
 - A 62,133% increase in Community and Contract Education program page views.
 - A 450% increase in English as a Second Language program page views.
6. The team working on student probation reviewed the current dismissal process and because of the updates to registration, they proposed an [updated process](#). Melba will communicate Cabinet's discussion with the group.
7. Cabinet reviewed the following revised Administrative Procedures:
 - [AP 3516 – Registered Sex Offender Information](#) – Will be submitted for PAC review.
 - [AP 3518 – Child Abuse Reporting](#) – Will be submitted for PAC review.
 - [AP 7120 – Recruitment and Hiring: Faculty](#) – Requires additional review.
 - [AP 7352 - Jury Duty Leave for Short-Term Hourly, Substitute, and Professional Expert Employees Not Represented by a Collective Bargaining Unit](#) – Will be submitted for PAC review.