

## **President's Cabinet Action Notes** **August 22, 2023**

1. Cabinet reviewed and commented on the following standing items:
  - a. Public Affairs and Marketing provided updates to Cabinet:
    - An email was received from Foothill Transit to inform us that a Wall Street Journal reporter is developing an article and will be riding the bus through to our Transit Center.
    - The Management Fall Gathering was postponed due to the partial closure of the campus on Monday, August 21<sup>st</sup>. Cabinet encouraged an abbreviated Management Staff Meeting should take place on Thursday afternoon.
  - b. Cabinet approved the [Request to Fill Log](#) for the following positions:
    - [Coordinator, Project/Program](#) (POD)
    - [Executive Assistant I](#) (Labor Relations and Employee Services)
    - [Student Services Program Specialist II](#) (Restricted Funds)
  - c. Cabinet received the following Diversity, Equity, Inclusion, Social Justice, Anti-Racism, and Accessibility updates:
    - The Library Initiative for Equitable and Affordable Learning (LIEAL) named Professor Ellen Caldwell (Art History) the 2023 Mt. SAC Open Education Champion. The Open Education Champion Award recognizes professors or staff who have made outstanding contributions to advance open practices and Open Education Resources (OER) at Mt. SAC. These awards honor those whose open course materials and professional and/or research practices have impacted the student experience and influenced peers to share openly.
    - The Library faculty have secured a Zero Textbook Cost (ZTC) Planning Grant Phase 3 of \$180,000 from the Chancellor's Office to develop and implement at least one ZTC program identified in Phase 1. Subsequent grant phases will be informed by the projects developed, the creation and curation of OER for courses, and the needs of the district and colleges. Specific goals of the work will be: 1) professional development for open educational resources, copyright, etc.; 2) technical assistance for the development and use of open educational resources; 3) purchasing unlimited user access licenses for course materials when available; 4) creating a publishing infrastructure to archive open textbooks or materials created at Mt. SAC, and 5) developing, coordinating, and sustaining ZTC pathways.
    - Melba shared highlights of El Centro's Fall events. Other campus cultural centers are working on their calendar of events for the Fall semester, and there is extensive collaboration between Title V and centers.
    - The Center for Black Culture and Student Success was presented with an [award](#) "in recognition of groundbreaking leadership in advancing education equity for Black Students" by the California Association for Black School Educators.

- The Southern 30 Consortium's next statewide diversity committee meeting is scheduled at the end of September, and will be returning in person. Each individual college is responsible for their own travel expenses.
  - The Convening for Noncredit to Credit Transitions event is scheduled on September 29<sup>th</sup>, from 9:00 a.m. to 2:00 p.m. at Heritage Hall.
- d. Cabinet received the following enrollment updates:
- Credit FTES increased 5.3% (500 FTES), which decreased slightly after Friday's student drop for non-payment.
  - Divisions are taking steps to be proactive and nimble by working with Human Resources to ensure that they have robust adjunct pools to accommodate adding classes, they have reorganized labs and lectures to be back-to-back, and they have some classes on hold, observing student demand.
  - School of Continuing Education's Summer enrollment is approximately 4,346 FTES this year, which reflects an increase compared to last Summer of 4,100 FTES.
2. Morris and Rosa provided a presentation on the 2023-2024 final budget draft, which will be presented to the Board of Trustees as an action item during the September 13<sup>th</sup> Board meeting.
3. The College will be honored as Employer/Business of the Year and Dr. Bill Scroggins will be honored as the Legacy Leadership Awardee for the [2023 San Gabriel Valley Economic Partnership Gala](#) on November 4, 2023.