



President's Cabinet Action Notes

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September 9, 2014

1. Cabinet reviewed this month's [First Monday newsletter](#) from Chancellor Brice Harris.
 - SB 850 (Block, [attached](#)) passed the Legislature (and was signed by the governor just after the newsletter went to press). Community colleges are now authorized to offer baccalaureate degrees if only in a pilot for which just 15 colleges could be selected. The Board of Governors must pass regulations to put the program in place, but upper division fees will be just \$132 per unit. State apportionment for upper division will be the same as for lower division, about \$4600. Degrees cannot be in majors already offered by a CSU or UC campus, so might be in fields such as dental hygiene, industrial technology, allied health technology, or emergency medical technician. Community colleges in 21 states offer baccalaureates ([attached degree list](#)). Our Academic Senate is considering the creation of a task force to study the possibility of Mt. SAC offering a baccalaureate degree. ([See the attached Academic Senate proposal.](#))
 - Chancellor Harris discusses the \$50 million CTE Enhancement Fund, a one-time appropriation in this year's budget. Our LA/OC Regional Consortium is working on the mechanism to distribute these funds. ([See the attached draft plan from the LAOCRC.](#)) Our Academic Senate is considering the creation of a task force to be involved with this process. ([See the attached Academic Senate proposal.](#))

2. Cabinet discussed communications from the Chancellor's Office regarding Student Equity Funding. ([See attached letter.](#)) In summary:
 - 1) Even though later legislation made changes in the Student Equity Plan Template issued by the Chancellor's Office in March, plans that follow this older template will be accepted;
 - 2) The due date for the plan is extended to January 1, 2015;
 - 3) Expenditures in 2014-15 do not require Chancellor's Office approval of the plan in advance;
 - 4) The 2014-15 allocation does not have to be spent until September 30, 2015; and
 - 5) Other documents included were:
 - Weighted funding factors are: 1) Annual FTES: 40%, 2) High Need Students: 25%, 3) Educational Attainment of Residential Zip Code: 10%, 4) Participation Rate: 5%, 5) Poverty Rate: 18%, and 6) Unemployment Rate: 2%. Details on the calculation of each factor are [attached](#).
 - The 2014-15 initial allocation to Mt. SAC is \$1,655,252. The breakdown by each of the six factors (for all 112 colleges) is [attached](#).
 - Expenditure guidelines spell out acceptable and unacceptable use of Student Equity Funds ([attached](#)).The Mt. SAC draft Student Equity Plan is still under development ([attached](#)).

3. Cabinet reviewed a memo ([attached](#)) from Foothill Transit regarding the November student vote on a transit fee to continue the Class Pass bus pass. The attached memo was in response to my inquiry about Foothill Transit providing a greater subsidy to lower the per-semester transit fee from their first numbers of \$9 for full-time student/\$8 for part-time students. As indicated in the memo, Foothill Transit is not supportive of an increased subsidy on their part.

4. Cabinet discussed college approaches to deal with bullying.
 - BP 5500—Standards of Conduct includes in its statement listing student conduct that constitutes good cause for discipline, “Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.”
 - The District/Faculty Association Agreement, Article 27.A.4, states, “The District will strive to maintain a safe working environment and take prompt corrective action to eradicate all known cases of harassment, bullying, threats, and violence.”
 - President’s Advisory Council (PAC) has created a Task Force on Bullying. Members include Facilitator Cynthia Hoover (HR), Carolyn Keys (Student Services), Paul Kittle (ITAC), Ken McAlpin (CSEA 651), Liesel Reinhart (Academic Senate), Silver Calzada (F/T, Faculty Association), Linda Chan (P/T, Faculty Association, and Katherine Martinez (CSEA 262).
 - Professional and Organizational Development plans to offer training in the prevention of bullying in the workplace. Example materials are [attached](#).
 - The Mt. SAC Student Health Center provides information on bullying ([link](#)).
5. The Academic Senate is considering a resolution for Mt. SAC to participate in the [American College & University Presidents’ Climate Commitment](#). The proposed resolution is [attached](#). After reviewing the required level of commitment, Cabinet agreed with the recommendation. **Bill will proceed with Mt. SAC’s participation in the Climate Commitment.**
6. Cabinet continued its discussion about a potential student housing development on campus. While awaiting advice from the Student Housing Task Force and the Board of Trustees Committee on Public-Private Partnerships, Cabinet discussed the criteria that would be necessary if the project was green-lighted and a Request For Proposals was to be issued to finance, build, and operate student housing. Below was the general thinking:
 - 1) Qualifications
 - Public-private experience
 - Transactional experience
 - Pre-development/design experience
 - Construction experience
 - Student housing management experience
 - 2) Clarity of Purpose
 - All inclusive: development, financing, management
 - Integrated relationship among partners/sub-contractors
 - 3) Project Proposal
 - Housing goals: number of units/beds, amenities, layout, overall experience
 - Campus village operation
 - Comprehensive turnkey operation
 - Campus integration: services, security, recreation, discipline, technology
 - 4) Feasibility of Financing/Operating Budgets
 - Realistic, conservative development budget
 - Realistic operating proforma: costs and revenues
 - Protection of District goals for ground lease term under lease-leaseback
 - Fair return to developer/operator and to District

Our typical process would be a committee review of responses to the RFP followed by detailed in-person presentations by finalists.
7. Cabinet approved an Immediate Needs Request ([attached](#)) to replace a stakebed truck that was totaled in a recent accident.

8. Mt. SAC will receive the Irwindale Chamber of Commerce Water Conservation Award at a ceremony to be held at City of Hope on September 18th ([details attached](#)).

9. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Emergency Response Plan Implementation (Karen Saldana, 11/18)
 - b. International Student Initiative (Support and Services - Audrey, 11/4)
 - c. Adult Ed Partnerships (Irene & Donna, 11/18)
 - d. Classroom Utilization Project (Mike & Irene, 9/30)
 - e. AP 4255, Dismissal and Readmission (Audrey, 10/28)
 - f. New Report Tracking FT Faculty Position Turnover (Irene, 10/7)
 - g. Financial Literacy follow up (**Bill & Tom Mauch, 9/16**)
 - h. Follow up on time-to-hire reduction (**James, 9/16**)
 - i. Methods to Reduce Student Accounts Receivable Debt (Mike, 9/23)
 - j. Expansion Plan for EEO Rep Training (James, 9/23)
 - k. POD Process for Dispersing Conference & Travel Funds (James, 9/23)
 - l. Possible revisions to AP 7125 Verification of Eligibility for Employment – Immigration Status (James, 9/23)
 - m. AP 2105 - Election of Student Member (Audrey, 9/30)
 - n. AP 3560 - Alcoholic Beverages (Mike, 9/23)
 - o. Wait Lists (Irene, 10/7)
 - p. AP 6250—Budget Management (Mike, 9/23)
 - q. EEO Plan Review (**James, 9/16**)
 - r. Reclassification Priorities (**James, 9/16**)