



President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Irene Malmgren, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*
Mike Gregoryk, *VP of Administrative Services* • James Czaja, *VP of Human Resources*



October 7, 2014

Jim Jenkins, Dean of Humanities and Social Sciences, substituted for Irene Malmgren who was on an accreditation visit. Mike Gregoryk, Vice President of Administrative Services, is on leave.

1. Cabinet reviewed the monthly *First Monday* newsletter from Chancellor Brice Harris ([attached](#)).
 - [SB 850](#) has been signed by the Governor enabling a pilot program to offer baccalaureate degrees at up to 15 community colleges. Chancellor Harris relates that the \$50 M Awards for Innovation in Higher Education could be used to support these pilots. Uyen Mai, Director of Marketing and Communication, posted the story of CCCs approved to offer BA degrees on our Mt. SAC Facebook page. The results ([attached](#)) were enthusiastic!
 - [SB 967](#) has been signed by the Governor establishing the affirmative consent standard for student sexual activity on campus. Our Human Resources Department is looking at amending college policies and has begun training on affirmative consent. Student Services will be amending the student code of conduct along with prevention and discipline practices.
2. Bill shared an announcement from the Chancellor's Office ([attached](#)) regarding a financial literacy campaign, particularly a partnership with the [National Endowment for Financial Education](#) to make available their "[CashCourse](#)" resource. This tool may be useful in the [Mt. SAC Student Literacy Project most recently discussed at the September 16th Cabinet meeting](#).
3. Cabinet discussed the possibility of naming Building 12 which has just been remodeled. Given the multiple uses of the building (Arts Division Office, Foundation Office, Orientation Hall, classrooms) it seemed that no particular theme leant itself to a particular name.
4. Bill shared a Chancellor's Office memo calling for community colleges to provide information to support the ongoing appropriation of the state Fund for Physical Plant and Instructional Support. ([See the attached memo.](#)) Guidelines for use of these funds are [attached](#).
5. Cabinet was joined by Joumana McGowan, Dean of Business, who shared a Memorandum of Understanding with University of La Verne ([attached](#)) to offer their Bachelor of Arts in Business Administration on the Mt. SAC campus to Mt. SAC students. Cabinet affirmed that the MOU was appropriate and authorized Bill to sign the agreement and Joumana to handle implementation. Joumana noted that ULV operates four ten-week terms each year and has agreed to observe holidays specified on the Mt. SAC calendar. She expects that classroom/computer lab facilities should be readily available. There will be opportunities for Mt. SAC professors to be considered as ULV adjunct professors and teach in the program. With the

current pace of progress, the program may begin Fall 2015. Enrolling the required minimum of 15 students should not be a problem.

6. Bill shared a memo from the Chancellor's Office indicating mandated holidays for the fiscal years 2014-15 through 2017-18 ([attached](#)).
7. Cabinet discussed the [activities planned for Alumni Day](#), Saturday, October 18, starting at 1:00 pm and continuing through the football game with Citrus College at 6:00 pm.
8. Bill updated Cabinet on the City of Pomona Collective Impact project to improve the health and safety of the city. ([See attached presentation from the summit in February.](#)) Meetings continue with the next being Pomona's Promise Public-Safety Summit. ([See attached flyer.](#)) Mt. SAC will continue to be involved with Jill Dolan being the point of contact.
9. Audrey reported that the latest draft of the Mt. SAC Student Equity Plan is being discussed in Student Preparation and Success Council, and the timeline is in place to have the final plan approved by the Board of Trustees at its December meeting.
10. Bill shared the list of allocations to LA/OC colleges from the \$50 million CTE Enhancement Fund ([attached](#)) which shows Mt. SAC receiving \$634,776 in one-time money for use just by the college. This is the "60% College Portion" of the money for which an application is due October 17th. The Mt. SAC CTE programs being developed as eligible for these funds are Hospitality/Restaurant Management, Computer Information Systems, and Advanced Manufacturing. [The distribution of funds among these programs will be a Cabinet decision based on the rationale for each as explained in the application.] The remaining 40% of the CTE Enhancement Fund will be allocated to regional projects among collaborating colleges with applications reviewed later this fall. Mt. SAC is working on Building Automation (HVAC) and Advanced Manufacturing with neighboring colleges to apply for these funds.
11. James presented a refined draft of the Professional & Organizational Development Conference Funding Application & Guidelines ([attached](#)). Noting that user input will be important in continuing to improve the process, Cabinet approved the procedure, form, and guidelines.
12. Audrey reported that the Associated Students of Mt. SAC has discussed revision of [AP 2105, Election of Student Member](#), and a recommendation should be available next month.
13. Audrey presented a copy of the 2014-15 Mt. SAC Student Success and Support Program Plan which is on the Board of Trustees agenda for approval tomorrow. The plan has gone through the entire review process including an Academic Senate vote (as the Academic Senate President is one of the signatories.) The SSSP Budget will be finalized shortly but does not require Board approval, and only administrative signatures are needed. Our allocation is \$2,973,222 ([see attached state list](#)) and must be spent according to tight guidelines ([attached](#)).
14. 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, 10/21)
- e. AP 4255, Dismissal and Readmission (Audrey, 10/28)
- f. New Report Tracking FT Faculty Position Turnover (**Irene, 10/14**)
- g. Methods to Reduce Student Accounts Receivable Debt (Mike, 10/21)
- h. AP 2105 - Election of Student Member (Audrey, 11/4)
- i. AP 3560 - Alcoholic Beverages (Mike, 10/21)
- j. Wait Lists (**Irene, 10/14**)
- k. AP 6250—Budget Management (Mike, 10/21)
- l. EEO Plan Review (James, 10/21)