



# President's Cabinet Action Notes

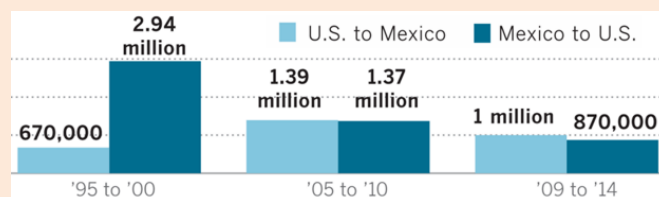
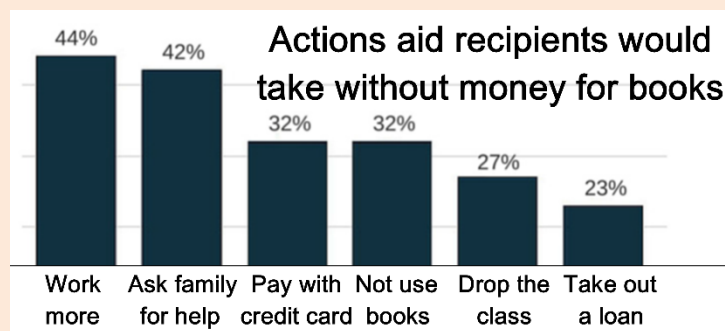
Bill Scroggins, *President & CEO* • Irene Malmgren, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*  
Mike Gregoryk, *VP of Administrative Services* • Ibrahim "Abe" Ali, *VP of Human Resources*



December 12, 2017

## 1. Cabinet reviewed and commented on the following information items:

- The Monthly Economic Update ([attached](#)) by Ezylyfie Taylor shows the following trends:
  - In November, the S&P 500 gained 2.81% and advanced for a 13<sup>th</sup> straight month – an unprecedented milestone.
  - The consumer confidence index hit 129.5 which is 3.3 points higher than October.
  - Companies added 261,000 more jobs than they shed, and the jobless rate declined to 4.1%.
  - The Consumer Price Index was up just 2.0% year-over-year.
  - Household incomes rose 0.4% in October; personal spending is up 0.3% after a remarkable 0.9% September gain.
- Public Policy Institute of California issued a new report, *Improving College Pathways in California* ([attached](#)).  
Key findings:
  - A majority of 9th graders aspire to attend college, but 70% will not earn a bachelor's degree.
  - At CSU, black students are much more likely (35%) to drop out in their first 2 years than Asian Americans (19%).
  - In 2013-16 CSU denied admission to 69,000 high school and 35,000 transfer students meeting eligibility requirements.
  - Only 45% of the graduating class of 2016 completed college preparatory classes (a-g courses).
 Recommendations for Colleges:
  - Community colleges should continue the current effort to develop new, accurate placement systems.
  - Colleges should also establish an effective academic counseling and support system.
  - CSU and UC should consider expanding California's higher education Master Plan to take more eligible students.
  - A statewide longitudinal database is needed to track individual students from K–12 schools through post-secondary.
- The Institute For College Access and Success (TICAS, [link](#)) has issued a new report, *On the Verge: Costs and Tradeoffs Facing Community College Students* ([attached](#)). The report presents results of a survey of students in need and profiles the challenges many face. Key findings:
  - 32% are extremely or very likely to take fewer credits than they want due to family responsibilities.
  - 43% of the cost of being a California community college student is housing.
  - 3 in 10 students were solely personally responsible for their housing costs.
  - 22% of community college students had gone hungry without money for food.
  - 24% had difficulty completing the Free Application for Federal Student Aid (FAFSA).
  - School transportation costs exceed \$1,100 a year.
  - With an additional \$3,000 in aid, 66% would be extremely or very likely to enroll in more college credits.
- An *L.A. Times* news series featured a striking statistic on Shifting Migration: Mexico to U.S./U.S. to Mexico ([attached](#) and graphic to the right).

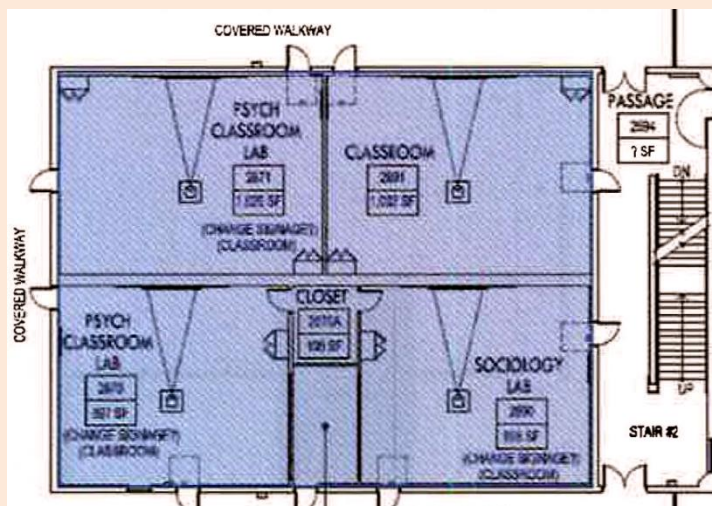


- Cabinet reviewed AP 6750, Traffic and Parking Regulations ([attached](#)) as revised in President's Advisory Council. PAC had concerns about the first two weeks of a semester during which students are allowed to park in student lots without a permit and not be ticketed. In particular, there is a need to prevent students from parking in faculty and staff lots—not just ticket them. Without prevention, faculty and staff do not have adequate parking to get to work. Cabinet will consider steps to address this.

3. 2017-18 Veteran Resource Center Ongoing Funding of \$5 million will be available. See the [attached memo](#). Also, the certification form ([attached](#)) lays out the requirements—which the Mt. SAC VRC meets. State funding will be 20% (\$1 M) based on filing the certification and 80% (\$4 M) based “each college’s prorated share of the total number of students certified for VA education benefits.” That number is determined via the Department of Veterans Affairs VA-Once system ([instructions attached](#)). Funds can be used in any of the categories on the certification form check list with no matching funds needed.
4. Mt. SAC will submit an application for the “Promises that Count: Community of Practice” grant. See the Request for Proposals ([attached](#)), a guidance memo ([attached](#)), and a required data spreadsheet ([attached](#)). The Promises that Count initiative was reported previously in the Cabinet Notes from November 7<sup>th</sup> ([link](#)). Grants are \$30,000 to \$50,000 each and are privately funded by the California Community Foundation ([link](#)) in partnership with WestEd ([link](#)). Cabinet discussed the challenging application, the extensive data needed, the narrow requirements, and the short timeframe (due January 5<sup>th</sup>). The best fit for this grant seemed to be Mt. SAC’s Summer Bridge ([link](#)).

5. Cabinet was joined by Rosa Royce, Chief Compliance and Budget Officer, to discuss the Faculty Position Control Quarterly Report ([attached](#)).
  - Cabinet discussed and updated the Separating Faculty table which now shows funded the number of vacant, funded, Full-time Equivalent Faculty of 14.70 (11.70 Unrestricted Fund/3.00 Restricted Funds).
  - Cabinet also updated the Authorized Hires table, notably adding four positions (last on the list) who had been previously funded with Strong Workforce Funds inappropriately—now funded correctly with Unrestricted General Funds. This table now utilizes 13.00 FTEF of the 14.70 with available funds from the above Separating Faculty table.
  - Cabinet had an initial discussion of additional full-time faculty hiring beyond those positions currently authorized. Recognition was given to positions that might become vacant due to 1) failed searches, 2) probationary contract faculty who are not offered a contract extension, and 3) retirements. This issue will be reviewed periodically after the first of the year (next on January 9<sup>th</sup>) and brought to AMAC.

6. Cabinet was joined by Mika Klein, Senior Facilities Planner; Chris Rodriguez, Manager of Technical Services Engineering; and Patty Leon-Encalade, Project Manager, to discuss the Building 26A Second Floor Classroom Pilot Project ([presentation attached](#)), formerly the Classroom Utilization Project.



- Cabinet discussed how to present the classroom utilization data, agreeing on use of multiple modes: numbers, charts, and drawings.
- The pilot project is focused on four rooms in 26A which have utilization less than Title 5 standards: 2670-70%, 2690-82%, 287-45%, and 2891-48%. See current room layouts (right).
- The pilot will 1) remodel the rooms to add faculty office space opening to the west corridor for 2670 and 2671 and to the east corridor for 2690 and 2691, 2) upgrade multimedia instructional technology, and 3) replace student desks including accessible furniture. Cabinet discussed specifics and logistics.
- Student desk options will be displayed in mock classrooms (full lay-out) in portables 21B, 21C, 21I and 21J during February and March. Viewing opportunities will be publicized. Cabinet discussed specifics.
- Next steps will be to share this information widely. Decisions regarding 26A room layout and student desk choices will be guided by the dean and department chairs with wide faculty and student input.

7. Cabinet was joined by Adrienne Price, Director of Grants, for the Grants Quarterly Update ([attached](#)). Adrienne discussed each of the In-Process applications and noted that the usual Fall announcement of several federal grants has been postponed, most likely to spring. Although on the list, competition for a new grant through Title V: Developing Hispanic-Serving Institutions from the U.S. Department of Education is not likely to take place this coming year.
8. Cabinet was joined by Darren Grosch, Director of International Students, and George Bradshaw, Dean of Enrollment Management, to present the International Students Quarterly Update ([attached](#)). Cabinet discussed and provided advice regarding international student insurance, recruitment, the application process, enrollment numbers, and services provided.
9. Abe presented an update ([attached](#)) on vacant positions under active search.
10. Cabinet approved new Request to Fill positions ([attached](#)).
11. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
  - a. Integrated Planning and Budget Work Group (Bill<sup>i</sup>, 1/23)
  - b. General Work Experience Development (Irene, 1/9)
  - c. Update on Multiple Measures Placement Workgroup (Audrey & Irene, 1/23)
  - d. ASAG Purpose and Function Statement (**Mike, 12/19**)
  - e. Additional Full-time Faculty Hires for Fall 2018 (All, 1/9)
2. Quarterly Reports to Cabinet
  - a. Emergency Response Plan Quarterly Report (Dave Wilson & Melonee Cruse, 1/9)
  - b. Building 26A 2<sup>nd</sup> Floor Classroom Pilot Project (Mika, 3/13)
  - c. Faculty Position Control Quarterly Report (Irene & Rosa, 3/13)
  - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 1/9)
  - e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 1/16)
  - f. IT Projects Quarterly Report (Dale, 1/16)
  - g. Grants Quarterly Update (Irene & Adrienne, 3/20)
  - h. Dual Enrollment Offerings at Local High Schools (Joumana & Francisco, 1/22)
  - i. International Student Update (Audrey & Darren, 3/20)
  - j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 1/16)

---

<sup>i</sup> Integrated Planning and Budget Workgroup: AVPI Joumana McGowan, DSCE Madelyn Arballo, Michelle Sampat, DC Tom Mauch, ADSSE Eric Lara, CCOCBO Rosa Royce, and DR&IE Barbara McNeice-Stallard