



July 27, 2021

Meghan sat in for Kelly

George sat in for Audrey

1. Cabinet reviewed and commented on the following information items:
 - a. Typically, our enrollment comparison reports include year-over-year information, however, it is important this year to also compare our numbers to the pre-pandemic year of 2019. Bill asked Antonio Bangloy to provide an [Enrollment Comparison Report 2021 to 2019](#). These numbers are important to review as we look to be agile in our class offerings for Fall.
 - b. The [Office of Civil Rights Releases Resources on Title IX of the Education Amendments of 1972](#), which is really just a Questions & Answers document that clarifies how the OCR interprets the 2020 amendments. We were hoping for the Biden Administration's Title IX interpretations, but are still anticipating that a Dear Colleague letter will be forthcoming with changes.
2. An email to Bill from Dario Fernandez provides a [DACA Legal Update: Texas Court Ruling 7/16](#). The Federal court ruling in Texas does not allow the granting of any new DACA applications and freezes any new applications in the works. This could be rectified if Congress acts on DACA. While this is impactful, the ruling does not affect any current DACA recipients, and they may renew their applications before the expiration date. Additionally, this ruling does not affect a students' eligibility for AB540 and/or financial aid through the California Dream Act. We will continue to advocate for DACA.
3. With the recent masking changes from LA County Public Health, they also provided [Face Covering and Before entering Signs for Businesses and Employers](#), which gives samples of signage that could be used to announce the masking change. The College has already changed out the signage announcing the masking requirement in all occupied buildings and will continue to post them when new buildings are occupied.
4. The budget trailer bill language in [AB 132 Postsecondary education](#) has been signed by the Governor. There are a few new insights, but some details on the State budget still remain unresolved. The \$100M that we can use to incentivize students to return and reengage should be targeted on gaining enrollment for Fall of 2022. This 2021-22 year will be a learning experience to see what the new landscape is post-pandemic. [Section 81 - Scheduled Maintenance and Instructional Equipment](#) confirms that both scheduled maintenance and instructional equipment are included in the pot of \$500M for scheduled maintenance. There has been discussion of a base allocation model that will be used. We're going to need to pull together a team from Administrative Services, Instruction, and Student Services to go over this funding and figure out how to allocate it. There will be some specific guidance out soon from the Chancellor's Officer outlining the kinds of projects we can do. We will also need to update the State work on projects in our scheduled maintenance plan.
5. Related to the previous item, [Public Contract Code 10108](#) requires that a scheduled maintenance project not exceed \$600K. We continue to advocate that community college scheduled maintenance funding not be held to this limit.

6. The final [Dangling Position Status Cabinet July 27, 2021, Update](#) shows that all “dangling positions” have actions related to their outcome, with just 3 being held for decision during the August New Resource Allocation Cabinet discussion. Rosa Royce will be calculating the total budget impact for these positions which will inform funds available for the next NRA process in August.
7. Tied to the Budget Act is a requirement for reporting of districts’ full-time faculty number that includes faculty employed as of July 1, 2021, and any additional faculty planned to hire in for Fall 2021. The trailer bill language states that this survey information is due August 15, however, the final information is not yet out from the Chancellor’s Office, and the trailer bill language is not clear. Rosa Royce has prepared a [baseline summary](#) based off of the legislation language that shows that we will have 435 full time faculty employed for Fall 2021.
8. The Chancellor’s Office has sent out the [Full-Time Faculty Obligation Fall 2021](#) Compliance Report, which must be completed by November 1, 2021. Our [Fall 2021 Faculty Compliance Number](#) is 405.1. With the total of 435 full time faculty employed this Fall, we would be above the FON requirement by 29.9 positions.
9. The [Budget and Planning Priority Matrix](#) required Cabinet members to do some follow up which was due today. Madelyn provided information for her area for the Pharmacy Technician program plan and Yen provided a Student Messaging Calendar for 2021-22. Morris has modeled out some projections for NRA that will be reviewed next week. He has a plan for five years that gives us some flexibility; the next two years with more definite planning.
10. Cabinet continued discussion of student debt forgiveness. Morris will work on the mechanics of the forgiveness and with guidance by our auditors, and George, Yen, and Jill will maiden preparations to communicate this decision to various areas when finalized next week.
11. Cabinet was joined by Duetta Langevin, Director of Safety and Risk Management, and Sayeed Wadud, Manager, Emergency Services, for the [Emergency Response](#) update. Highlights:
 - They are looking for a new hazardous waste disposal vendor to provide appropriate service to the campus.
 - Emergency radios distribution is still being determined for the Fall so that they are located on every floor of a building. This will be completed by mid-Fall.
 - One page evacuation plans will be provided to all areas to post.
 - Duetta reported on reposting of signage regarding mask wearing. Other signage required has been completed and posted to occupied buildings. They are continuing the distribution of masks, hand sanitizer, disinfecting wipes, and gloves to each classroom. Division offices have also received a supply of additional PPE and can order more from our warehouse as needed.
 - Citations from the Fire Department inspection of Mt. SAC facilities have resulted in completion of required work and close out of the citations.
12. Cabinet was joined by Adrienne Price, Director of Grants, for the [Grants](#) update and [Grants Office projects](#). Highlights:

There were 7 new grant applications submitted in the fourth quarter of 2020-21:

 - Annual Title III/Title IV designation grant through the Department of Education. This is not a grant, but rather makes us eligible to apply for grants under HSI or AANAPISI. It also serves a dual purpose as a waiver of the non-Federal share matching requirement under the Federal Work Study Program and the TRIO Student Support Services Program.
 - Phase 2 of the Rethink Adult Education Challenge through the Department of Education. This is a prize allocation of either \$250K or \$100K, with 6 prizes awarded, and won’t require the level of accountability of a

Federal grant. It's targeted at institutions for pre-apprenticeship programs—Personal Care Aide, Certified Nursing Assistant, Emergency Medical Technician, and Medical Assistant. We are one of 95 finalists nationwide.

- Nursing Education Program Support grant through the Chancellor's Office, which is just a renewal of an annual allocation. We received the same funding as last year of \$260K. This grant helps to support students through our clinical teaching assistants.
- Child Development Training Consortium grant through the California Department of Education. The grant request is for \$13,800 over a 10-month project period. This grant has been around a long time and supports direct aid to students who complete particular courses that get them certified.
- Asian American and Native American Pacific-Islander-Serving Institutions Grant through the Department of Education. The request is for \$1.5M over a five-year project period and would be our third cycle of funding. The Department of Education is giving additional points for new applicants, which will hurt our application. Each cycle they've decreased the funding amount, so we would be eligible for a maximum of \$300K/year. Our application was really solid, but there are only 9-10 being awarded.
- Two partnership applications with Cal Poly Pomona, both focused on engineering. One is the Minority Serving Institutions-Led Coalitions in Support of Broadening Participation in Engineering through NASA. The second is Hispanic-Serving Institutions Science, Technology, Engineering, and Mathematics and Articulation Programs through the US Department of Education.

13. Abe updated the work done on employee ID badges. The work group determined that it is best to work with the information we have in Banner that is already available and offer badges to employees on a voluntary basis.

14. As part of the assurance that departments are fully staffed and have returned to in-person work, each manager will review and certify their list of employees and their respective status to return to campus.

15. Cabinet reviewed and approved the [Request to Fill](#) log for the following positions:

- [Administrative Specialist I \(Bridge Program\)](#)
- [Administrative Specialist III \(Natural Sciences Division\)](#)
- [Custodian I](#) (5 vacancies)
- [Custodian II](#) (5 vacancies)
- [Student Services Program Specialist II \(Counseling Completion Center\)](#)

16. Meghan reported:

- Instruction is carefully monitoring enrollment, and Deans are keeping an eye on low enrollment course sections. They are partnering up with Equity programs to do some deeper outreach and marketing for some short-term classes.

17. Morris reported:

- There have been questions about cleaning, and Morris is gathering information on what buildings have been cleaned. There is a timeline established and there is a plan to get through all buildings in advance of their first day of Fall semester. There have also been discussions about the ability to maintain the cleanliness through the Fall semester.

18. Abe reported:

- He has looked a little deeper into an anonymous hiring process. Considering our contractual agreement with the current PeopleAdmin Applicant Tracking System (ATS), HR is working within the parameters of the ATS and approaching a more gradual phase in of an anonymous application process.

19. George reported:

- Students are coming in to Student Services with lots of questions.

20. Madelyn reported:

- The AIM program went into partnership with ACCESS for Summer in English. There was a good outcome and they would like to continue and add math.
- AB421 meeting with our lobbyist Ashley Walker next week. The advocacy for census based attendance accounting in noncredit is that it's worth the in the short-term.
- School of Continuing Education Summer continues for another week.
- Marketing campaign will be happening for ESL, ABE, and EOA this week.

21. Items for future agendas (items for the next Cabinet meeting are shown in BOLD)

- a. Multiple Measures Placement Workgroup (George and Team, TBD)
- b. Student Centered Funding Formula—Continued Follow Up
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 7/27)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 9/28)
- c. AB30 (Dual Enrollment, A&R, and IT, 10/19)
- d. Promise Update (Audrey, 8/3)

22. Quarterly Reports to Cabinet

- a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 6/29)
- b. Emergency Response Plan Quarterly Report (Duetta, 10/26)
- c. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Mika, and Kevin, 9/7)
- d. Faculty Position Control Quarterly Report (Rosa and Meghan, 8/24)
- e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 9/7)
- f. IT Projects Quarterly Report (Anthony, 9/14)
- g. Grants Quarterly Update (Adrienne, 10/26)
- h. International Student Quarterly Report (George, 9/28)
- i. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 9/14)
- j. Guided Pathways Reporting (Meghan, Shiloh, and Sarah, 10/26)
- k. Dual Enrollment at Local High Schools Quarterly Report (Meghan, Joel, Marlyn, and Lina, 8/24)
- l. Title V Quarterly Report (Lianne and Lisa, 10/19)