



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*



May 19, 2015

1. Cabinet discussed the Governor's May Revised 2015-16 Budget Proposal. Attached are the [full proposal](#) as well as a [community college summary](#) plus a summary of the K-12 section regarding [funding of adult education](#).
 - Growth is proposed at 3% up from 2% in the January Proposed Budget. This will take a major effort at Mt. SAC: increasing fill rates, scheduling more sections where demand is high, hiring more faculty to teach those high demand classes, and growing our noncredit and adult education offerings.
 - Earning growth is complicated by the state-mandated change in the growth formula. (See the [attached summary](#) of the growth formula and related concerns.) However, a simulation ([attached](#)) run by the Chancellor's Office Fiscal Service Unit shows the new growth formula to be favorable to Mt. SAC. For a statewide 2% growth rate, Mt. SAC would be allocated 2.45% and for a state 2.5% growth rate, Mt. SAC's rate would be 3.03%
 - Full-time Faculty Hiring is proposed for funding at \$75 M. This money is to be distributed by FTES, but the hiring obligation will be higher for those with a low percentage of courses taught by full-time faculty. See the [attached detail](#). Of the five levels of hiring obligation, Mt. SAC is probably in the middle. This would translate to an increase in the Faculty Obligation Number (FON) of approximately 15 full-time faculty positions. Cabinet discussed immediate actions including quickly moving to hire the next two positions from the priority list (Noncredit and Psychology) plus a second position from the English pool. Cabinet also discussed a potential full-time faculty position which would primarily handle work experience.
 - The large amount of money for scheduled maintenance and instructional equipment will need to be used strategically. For example, we will look at upgrades of entire lab/shop sets of equipment to achieve state-of-the-art standards. We may wish to prioritize program expansions in areas of high labor market demand by combining resources in full-time faculty hiring, equipment acquisition, and facility upgrades.
 - Using the large amounts one-time funds to reduce future operating costs is an important strategy to investigate further. Two priority examples are putting aside more funds for the OPEB¹ Trust and beginning a similar trust for future STRS and PERS District contributions. The updated strategy for the OPEB Trust is summarized in the [attached memo](#) from the Budget Committee.
 - Upon reviewing the level of increased ongoing state funding, Cabinet discussed scenarios for increased funding of salaries and benefits for Mt. SAC employees.

¹ OPEB is Other Post-Employment Benefits, specifically, District paid health insurance for retirees.

2. Cabinet was joined by Karen Saldana, Director of Safety, Health Benefits & Risk Management, to discuss international student insurance. ([See attached memo.](#)) International students are required to either purchase health insurance from our provider or provide proof of their own insurance which is both adequate and from a domestic provider. Data in the attached memo shows a drop in the utilization of our provider and raises concern about compliance with mandated insurance coverage. **Karen will work with Audrey to explore the issue and resolve any discovered gaps in coverage.**
3. Bill reported on attending a recent meeting of the Chancellor's Office Advisory Committee on the Institutional Effectiveness Partnership Initiative, IEPI ([link1](#) [link2](#)). This is a new state project that was mandated by SB 852 and SB 876 with this stated goal:

"The goal of Institutional Effectiveness is to...develop, monitor, measure, and implement a framework of data analysis and standards that will support all community college districts – those in need as well as stable districts – to highlight and cross pollinate exemplary programs between districts/colleges. Ultimately, the colleges will benefit from technical assistance and training to address the issues associated with accreditation sanctions, and students will benefit from fiscally and operationally effective institutions."

The Governor's May Revised 2015-16 Budget ([see attached excerpt](#)) increases funding of IEPI technical assistance from \$2.5 M to \$5.5 M and adds \$12 M for IEPI to provide workshops and training—basically professional development to improve student success and institutional effectiveness. These funds considerably raise the profile of the IEPI project. Bill commented on the IEPI Advisory Committee's discussions of the IEPI mandated metrics emphasizing the importance of using existing data and data that really helps colleges to measure student success and operational effectiveness rather than establishing another accountability oversight process.
4. Bill reported on attending the latest Board of Governors Workforce Task Force meeting. The focus of this meeting was Career Technical Education curriculum. Draft recommendations were developed on career pathways ([attached](#)) and on support to CTE students ([attached](#)). Bill is part of the writing team that will refine these drafts which will serve as the basis for recommendations from the Task Force to the Board of Governors. The next meeting of the Task Force is on June 11th when the topic will be funding of CTE.
5. Mike shared an update ([attached](#)) from Bill Eastham on the improvements in technology for the Clarke Theatre. Projects still in development for accomplishment next year include the wireless microphone system and elements of the lighting system.
6. Bill shared a press release ([attached](#)) on the final three community colleges selected by the Board of Governors to offer the baccalaureate degree. The histopathology degree proposed by Mt. SAC was not selected.
7. James shared handouts on the California Victims' Bill of Rights Act of 2008, known as Marsy's Law ([attached](#)) and on the federal Campus Sexual Assault Victims' Bill of Rights Act of 1992 ([attached](#)).
8. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Emergency Response Plan Implementation (Karen Saldana, Fall 2015)

- b. International Student Initiative (Audrey, Fall 2015)
- c. Classroom Utilization Project (**Mike & Irene, 5/26**)
- d. Dual Enrollment Offerings at Local High Schools (**Irene & Audrey, 5/26**)
- e. Pomona College Promise (Bill, Fall 2015)
- f. Faculty Position Control Report (Irene, 6/23)
- g. Administrative Processing of Employee Evaluation Documents (**Bill, 5/26**)
- h. Update on Print and Copy Cost Savings (Mike & Dale, TBA)
- i. Review of AP 6700—Campus Events & Use of Facilities (Mike & Bill Eastham, 6/16)
- j. Staffing work experience (**ALL, 5/26**)
- k. Classified Retreat (ALL, 6/2)
- l. Noncredit SSSP Funds (**ALL, 5/26**)