



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*



September 5, 2017

1. Cabinet reviewed and discussed the following information items.
 - The Academic Senate for California Community Colleges (ASCCC) has published its monthly magazine, the *Rostrum*, for September 2017 ([attached](#)). Essay topics are:
 - Recognizing the Excellence of Our Colleagues through Statewide and Local Awards
 - The Vision for Success and Guided Pathways: Responding to Change
 - The California Community College and Intermediate Algebra
 - Guided Pathways—What Are They and Where Are We Going?
 - Civic Engagement and Civil Discourse: If Not Now, Then When?
 - Curriculum Streamlining
 - The History of the ASCCC Project: A Partial History of the Passage of AB 1725
 - Vice Chancellor Laura Hope has provided the *CIO First Friday Newsletter* for September 2017 ([attached](#)). Cabinet commented on the following topics:
 - Basic Skills dollars have been augmented by the state this year, from \$20 million to \$50 million. Mt. SAC's allocation for 2017-18 is \$1,241,378. See [attached allocation list](#) for all CCCs.
 - On Formerly Incarcerated Education, we are exploring a program for such students who are attending Mt. SAC.
 - On the "More & Better CTE" forums, **Irene will have someone attend to bring back information.**
 - The Fall Opening of the Mt. SAC Art Gallery is entitled *Khora* ([link](#)) and features the work of John David O'Brien, Rebecca Ripple, and Coleen Sterritt.
 - Bill shared the outline of his presentation "Movin' on up at Mt. SAC" ([attached](#)) delivered at the Classified Professional Development Day.
 - Just published is the Mt. SAC Adult Ed Regional Consortium eNews for Fall 2017 ([attached](#)). Members include Baldwin Park, Bassett, Charter Oak, Covina Valley, Hacienda-La Puente, Pomona, Rowland, East San Gabriel Valley Regional Occupational Program, and Mt. SAC.
 - Yen Mai, Director of Marketing and Communication, has announced ([attached](#)) the launch of a new web based feature, the Newsroom ([link](#)) which will provide our community a place to read about our latest news. Cabinet suggested that Marketing connect to VPs as a source of up-to-date news stories.
 - The President's Message for the 2017-18 Adopted Budget ([attached](#)) was review by Cabinet. Highlights:
 - An increase in state funding for community colleges—over 4%--means a good year for all.
 - 2016-17 ended with a surplus of \$2.9 million and a \$43.9 million fund balance—up from \$20.8 million in 2015-16.
 - This increase was due to \$11 million in unexpended budget (primarily from unfilled positions) and to \$1.6 million in New Resource Allocations not yet expended. Added to this is \$7.8 million in roll over revenue account balances.
 - STRS and PERS pension fund employer contributions continue to escalate with the college adding another \$2 million to the \$8 million pension trust and contributing \$2.5 million to the OPEB trust.
 - The 2017-18 budget invests in our employees with a 2% (\$3.2 million) COLA on salary and health benefits.
2. Cabinet was joined by Matt Judd, Dean of Natural Science, to discuss the Strong Start to Finish Grant opportunity ([link](#)). See Item #8 in the August 29th Cabinet Notes ([link](#)). The basis of the proposal is to bring Statway ([link](#)) to scale throughout the California Community Colleges. Matt shared data on the success of Statway at Mt. SAC both in [table form](#) and as [narrative with graphs](#). In conversations with the Chancellor's Office and potential partner community colleges that took place the next day, Wednesday, September 6th, the Chancellor's Office withdrew its support for the Statway-to-scale concept. Given that the Strong Start to Finish Grant criteria requires system level support, that put an end to this funding option. However, the partners are interested in seeking funding for Statway-to-scale through the 2017-18 Chancellor's Higher Education Innovation Awards ([attached](#)) which will open for competition later this fall.

3. Cabinet reviewed “Bringing Student Voices to Guided Pathways” ([attached](#)). The data and quotes from the 137 students in focus groups tell a strong story of the need for Guided Pathways.
4. Cabinet was joined by Joumana McGowan, Associate Vice President of Instruction, and Francisco Dorame, Associate Dean of Counseling, for an update on Dual Enrollment ([attached](#)).
 - Hiring new staff is underway (Director of Dual Enrollment, Admin Assistant, Program Specialist, and Admin Specialist III).
 - The Dual Enrollment Mutual Agreement Committee (DEMAC) has been created and will meet later this month. The purpose, function, and membership of DEMAC is shown on the [attachment](#).
 - Enrollment in dual enrolled classes is going well, working with K-12 districts and high school liaisons is smooth, department chairs are flexible and collaborative in implementing dual enrollment, and conversations are continuing for more partnerships in 2018-19.
 - Challenges include training school liaisons on the college registration process, dealing with the COPA limitations for online student registration (a work around has been developed), and handling expected growth (new staff, new partnerships, stressed timelines).
5. A California Community College Change Leadership Summit 2017 ([attached](#)) is planned by the state for Thursday and Friday, October 5 & 6, in Irvine. This is intended to be the first in a series of related workshops. Colleges are asked to bring “cross-functional teams.” Cabinet decided to send a team of 10 with the focus on emerging leaders at Mt. SAC who would benefit from exposure to these ideas.
6. Parking at Mt. SAC the first week of class was challenging—but included creative solutions by our Police and Campus Safety. Photos taken on Wednesday, August 30th ([attached](#)) show their work.
7. Irene updated Cabinet on the progress in this cycle of PIE program review. Unit work is completed, and managers are working on the next level of synthesis. The upgrade in TracDat for the manager level is clunky and needs work—true for vice president level as well. VPs (and Prez) agreed that help was needed, and Irene agree to provide training from Michelle Sampat and Kate Morales.)
8. Noncredit Summer 2017 FTES showed amazing growth. Thanks to Madelyn A. Arballo, Dean of the School of Continuing Education, and her wonderful team in SCE.

Noncredit Summer 2017 Growth and Revenue				
	2016	2017	FTES +/-	17 Growth Revenue
CDCP ¹ FTES	3045.55	3465.08	419.53	\$2,127,856.16
NC FTES	147.7	195.27	50.39	\$153,689.50
Totals	3193.25	3660.35	469.92	\$2,281,545.66

CDCP FTES \$5,072; NC FTES \$3,050 (Exhibit C)

9. Bill reported on the most recent meeting of the Integrated Planning and Budget Work Group. See Cabinet notes from June 27th ([link](#)) for background on this work.
10. Irene reported on development of General Work Experience curricula. In discussions with Marty Ramey, the Academic Senate will take this on as a project. See Item #8 in Cabinet Notes from August 1st ([link](#)).

¹ CDCP is Career Development and College Preparation consisting of four funded areas: English as a Second Language (ESL), Elementary and Secondary Basic Skills, Short-term Vocational/Workforce Preparation. NC is regular noncredit. Funded areas; Parenting, Citizenship, Disabled, Older Adults, Home Economics, and Health and Safety.

11. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
- a. Integrated Planning and Budget Work Group (Billⁱ, 9/26)
 - b. Statway Expansion and Promotion Work Group Report (Matt, Irene, Audrey, 9/26)
 - c. General Work Experience Development (Irene, 10/3)
12. Quarterly Reports to Cabinet
- a. Emergency Response Plan Quarterly Report (Dave Wilson & Melonee Cruse, 10/10)
 - b. Classroom Utilization Project (**Joumana & Mika, 9/12**)
 - c. Faculty Position Control Quarterly Report (**Irene & Rosa, 9/12**)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 1/9)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 10/17)
 - f. IT Projects Quarterly Report (Dale, 10/10)
 - g. Grants Quarterly Update (Irene & Adrienne, 12/12)
 - h. Dual Enrollment Offerings at Local High Schools (Joumana & Francisco, 11/28)
 - i. International Student Update (**Audrey & Darren, 9/12**)
 - j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 12/5)

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