



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 19, 2017

1. Cabinet reviewed and discussed the following information items:
 - Cabinet congratulated Audrey Yamagata-Noji on receiving the 2017 NASPA Region VI Scott Goodnight Award ([link](#)). [See the attached award letter.](#)
 - Cabinet reviewed the recent CCLC publication, "Elevating Equity for Social Mobility" ([attached](#)) which includes a series of best practices in equity action from a cross-section of California Community Colleges.
 - Recent Board information reports: [2017-18 Adopted Budget](#) and [Enrollment Management Report](#).
2. The Board of Governors has agreed to an MOU ([see attached press release](#)) that establishes transfer articulation with Western Governor's University. WGU is a private, nonprofit, online university currently undergoing a federal audit investigation ([link](#)). The university uses a competency-based learning model, with students working online. Cabinet mused about the possibility that the BOG and Chancellor Oakley might be considering the relationship with WGU to be one of the options provided by the chancellor to Governor Brown as a response to his challenge that California Community Colleges develop a fully-online, accredited 115th college. ([See the attached May 2017 letter from Governor Brown.](#))
3. Cabinet reviewed key Legislative bills ([attached](#)) that were sent to the Governor to sign or veto:
 - **AB 17 (Holden, D-Pasadena)** Transit Pass Pilot Program—would provide students with free or reduced-fare transit passes but is not funded in this year's budget.
 - **AB 19 (Santiago, D-Los Angeles)** Enrollment Fee Waiver—would waive the \$46 per unit fee for one academic year for any CCC student who is a first-time student **and** is enrolled full time (12 units or more), **and** submits a FAFSA, **and** attends a community college with a Promise partnership with a K-12 district or CSU campus.
 - **AB 21 (Kalra)** Access to Higher Education for Every Student—would require community college governing boards, to the fullest extent consistent with state and federal law, to refrain from disclosing personal information concerning students, faculty, and staff as well as add other protections of personal information.
 - **AB 343 (McCarty)** Exemption Nonresident Tuition—would exempt students who have been granted special immigrant visas pursuant to a specified federal statute, or are refugees admitted to the United States under a specified federal statute, from paying nonresident tuition.
 - **AB 637 (Medina)** Cross-Enrollment in Online Education—would authorize a CCD whose students are participating in the OEI¹ course exchange to accept the determination of a student's residency classification.
 - **AB 705 (Irwin, D-Thousand Oaks)** Assessment—would 1) require CCDs to use multiple measures for placement in Math, English and ESL, 2) require a CCD to "maximize the probability that a student will complete the required college-level coursework in English and mathematics within a one-year time frame," and 3) prohibit a CCD from requiring students to enroll in remedial courses that lengthen time to complete a degree unless research shows those students are highly unlikely to succeed in transfer-level coursework.
 - **SB 54 (de León)** Law Enforcement Sharing Data—would limit the involvement of state and local law enforcement agencies in federal immigration enforcement.
 - **SB 68 (Lara)** Exemption From Nonresident Tuition—would expand exemption from paying nonresident tuition to students who have completed three or more years of attendance or earned three or more years of full-time credits at an elementary school, secondary school, adult school, and/or community college.
 - **SB 478 (Portantino, D-La Canada Flintridge)** Transfer of Students to CSU or UC—would require CCDs to autoaward Associate Degrees for Transfer to students who meet ATD requirements.

¹ Online Education Initiative ([link](#))

4. Cabinet was joined by Yen Mai, Director of Marketing and Communication, and Eric Turner, Manager of Web and Portal Services, to discuss web accessibility ([presentation attached](#)). Some take-aways:
- Yen and Eric explained and illustrated the Web Accessibility “Four Principles” (Perceivable, Operable, Understandable, and Robust) and the accompanying 12 Guidelines.
 - An external consultant has done a “pre-scan” to determine our web accessibility. He was pleasantly surprised at our compliance and is leading our team through corrective actions. Maintaining an accessible and compliant website will require the commitment of our entire campus community.
 - A one-year subscription to the SiteImproveTool ([link](#)) will fix broken links, misspellings, and identify accessibility issues. Cabinet was supportive of funding to continue use of this tool.
 - Cabinet agreed that web accessibility presentations would be made to Instruction and Student Services Teams and Management Group. VPs will assist in identifying and supporting those who should attend the web accessibility training on November 2nd, particularly staff who manage web pages.

Interestingly, the Chancellor’s Office, through the publication *TechEDGE*, just today published an article, “Accessibility for the College, Not the Vendor” ([attached](#)) that encourages colleges to do this very work!

5. Cabinet reviewed a summary ([attached](#)) of changes made in publishing the 6th edition of the Program and Course Approval Handbook ([link](#)). Irene reports that Mt. SAC is up to speed on all changes.
6. Basic Skills funding now stands at \$50 M statewide (\$30 M in new funds) with a new funding formula. Madelyn Arballo, Dean of Continuing Education, provided Cabinet with an update ([attached](#)) and a set of slides ([attached](#)) on a recent system update. Key points:
- The basic skills allocation to colleges in 2014-15 is a baseline going forward. For Mt. SAC, that means we will never get less than 1.2 M. ([See attached state allocation list](#)).
 - The \$30 M “enhancement” will be based on the new formula, so more money is coming.
 - Of the new money, 75% will be allocated on criteria of the new formula. The last 25% will be based on percentages of our basic skills FTES that used these specific practices in 2015-16. Funding formula:
 - 1) 50% on percent of BOG Fee Waiver students who enrolled in a below college-level course (in 2014-2015 cohort) and later completed a college-level course ([bullet list below](#)) in the same subject within one year and within two years.
 - English Writing: Freshman Composition
 - Math: Transfer-level and One-level-below transfer (CB21A)
 - ESL: Freshman Composition
 - English Reading: One-level-below transfer (CB21A)
 - 2) 25% on the percent of BOG Fee Waiver students in the 2014-2015 cohort
 - 3) 25% on the percent of basic skills FTES in courses as described in the Basic Skills Transformation program with certification based on the 2014-15 cohort.

7. Cabinet reviewed schematics of planned parking structures on Lot R ([attached](#)) and Lot S ([attached](#)). Lot R is just to the west of the stadium and Lot S is on the south west corner of Temple and Bonita. [See the map](#). Lot R will have 693 spaces and will be two levels. Lot S will have 870 spaces and be three levels--but less than 35 feet tall to avoid City code problems. A year ago the two pieces of Lot R had 700 spaces, but we have lost much to construction. Lot S now has only 268 spaces. The parking and circulation EIR is almost done and should be to the Board later this fall. These two parking lots will be the first that we build with the next facilities bond--hopefully passed in November 2018. If so, the lots will be done in time for the Olympic Track and Field Team Trials.



8. The Chancellor's Office has taken initial steps ([memo attached](#)) to implement the Community College Completion Grant program funded with \$25 M ongoing funds in the 2017-18 state budget. The program authorizes a \$1,500 annual grant for students enrolled in at least 15 units per term and who are on pace to complete their program within the timeframe determined in their comprehensive student educational plan. The grant is a form of financial aid. The above memo includes links to the following resources:
 - [Implementation guidelines](#)
 - Scenarios
 - [Questions & Answers](#)
 - Fact Sheet
 - Stackable Grants
 - SB85 Trailer Bill language
 - Allocations
 - Webinar info

9. Mt. SAC received a communication ([attached](#)) from the national AACC Pathways team. We were asked if, at our own expense, we would like to continue with some sort of meeting structure for the AACC Pathways initiative. The only option that Cabinet found at all attractive was #6 Facilitated College-To-College Sharing. It might be useful for the Mt. SAC Guided Pathways team to periodically meeting with teams from similarly situated colleges from around the nation to compare, contrast, and learn from one another.

10. Cabinet continued discussion on makeup of a team to attend the California Community College Change Leadership Summit 2017 ([attached](#)). It was agreed that we would send at least two teams of about 10 folks. One group would focus on leadership around implementation of multiple measures course placement. A second group would focus on leading the student success and equity initiatives. A third team might be sent as well, perhaps with a focus of leading instructional innovation efforts.

11. Cabinet approved an Immediate Need Request ([attached](#)) for \$21,226 in ongoing funds to increase an Adult Basic Education Clerk from 0.75 to 1.0 FTE to provide additional accounting services required to support recent enrollment growth.

12. An update of the status of vacant positions under active search is [attached](#).

13. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Integrated Planning and Budget Work Group (Billⁱ, 10/10)
 - b. Statway Expansion and Promotion Work Group Report (Matt, Irene, Audrey, 11/14)
 - c. General Work Experience Development (Irene, 10/3)
 - d. Formation of a Multiple Measures Placement Workgroup (**Audrey & Irene, 9/26**)

14. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Dave Wilson & Melonee Cruse, 10/10)
 - b. Classroom Utilization Project (Joumana & Mika, 12/12)
 - c. Faculty Position Control Quarterly Report (Irene & Rosa, 12/12)
 - 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, 12/12)
 - 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