President's Cabinet Action Notes

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

April 15, 2019
Dale Vickers sat in for Mike Gregoryk
Joumana McGowan sat in for Ginny Burley
Grace Hanson sat in for Audrey Yamagata Noji on last agenda item

1. Cabinet reviewed and discussed the following information items:
   a. The California Career Development Association 2019 Spring SoCal Regional Conference (presentation topics attached) will be here at Mt. SAC on Friday, May 10th. Bill will give a keynote address on "The Role of Career Counseling in Guided Pathways Strong Workforce and Multiple Measures Placement."

2. The Academic Senate for California Community Colleges has reported to the Chancellors office (see-attached letter) that there are "numerous problems with the Student Success Metrics and MIS Data elements in regard to accurate curriculum reporting and impact funding for the colleges." The underlying issues are Data Element Dictionary elements (link) that are used for compliance with AB 705 Multiple Measures Placement and to generate Student Centered Funding Formula point calculations in the student success and completion elements of the SCFF. Examples related to the ASCCC attached letter:
   - SP02—Student Program Award Data Elements (attached) do not include separate designations for Associate Degrees for Transfer or for Certificates of 16 or more units—identified as either local approved or Chancellor's Office approved. All these are data elements in the Student Centered Funding Formula.
   - CB 21—Course Prior to College Level (attached) is missing new and revised elements required by AB 705.
   - CB 25—Course C-id Discipline Code has been under development for some time—limited progress.
   - CB27—Support course type, includes English/Math corequisite courses for AB 705—still not developed.

   A good overview of the importance of proper data element coding for compliance with AB 705 and the Student Centered Funding Formula is the attached PowerPoint produced by the ASCCC last month.

3. Cabinet had issues with the Chancellor's Office *Memorandum on Goal Setting & Planning* (attached). Cabinet reviewed an extensive Liebert Cassidy Whitmore legal opinion with the following summary results:
   a. The Chancellor has general administrative authority with respect to categorical programs with restricted funds.
   b. Several such programs also have specific authority granted to the chancellor in Education Code:
      - Guided Pathways in Education Code sections 88920 et seq.
      - Student Equity Plans in Education Code sections 78220 et seq.
      - College Promise in Education Code sections 76396 et seq.
      - Vision for Success in the Education Code sections above.
   c. The District must comply with the following directives in the *Memorandum*:
      - Make an initial submission of the "Scale of Adoption Self-Assessment" by April 30, 2019;
      - Make a final submission of the "Scale of Adoption Self-Assessment" by September 30, 2019;
      - Submit a Student Equity Plan using a Chancellor's template with pre-populated and pre-calculated baseline metrics;
      - Follow statutory requirements regarding partnering with Local Educational Agencies as a condition of participation in the California College Promise (a requirement of the underlying statute);
      - If the District wishes to participate in California College Promise – and has not previously participated – it must submit a signed certification form to the Chancellor's Office by June 30, 2019; and
      - Submit Vision for Success goals by May 31, 2019.

   To the extent the Memorandum provides recommendations or best practices, the District need not comply. With respect to recommendations regarding the District's budget, specifically, the Education Code vests the right to create a budget to the District Board of Trustees. As a result, the Chancellor would not be able to convert those recommendations into requirements.

4. Mt. SAC has sent a letter to the legislature ([attached](#)) in support of Governor Newson's Proposed 2018-19 State Budget with suggested modifications as the Governor prepares the Math Revise. Topics include 1) Student Centered Funding Formula, 2) funds for pension debt reduction, 3) funding projects from Proposition 51, 4) Cal Grants, and 5) funding legal services for CCC undocumented and immigrant students, faculty, and staff.

5. Cabinet noted that PIE Improvements are on the way for 2019. ([See attached memo](#).)

6. Audrey and Joumana welcomed members of the Multiple Measures Placement Workgroup: Michelle Sampat, David Beydler, Chuong Tran, Diane Rowley, and Evelyn Hill-Enriquez. Cabinet noted that final Title 5 regulations on AB 705 ([attached](#)) were approved by the Board of Governors on March 18.
   - Reading curriculum placement standards and integration into AQ were presented and discussed ([attached](#)).
   - Phase 2 of Math's placement and support recommendation model were presented and discussed ([attached](#)).
   - A demonstration of the most recent Assessment Questionnaire ([link](#)) was presented, and Cabinet provided input.
   - The [attached document](#) summarized the revised AQ process which was presented and discussed thoroughly.
   - The team discussed preparing students to use AQ effectively, clarity of guidance while navigating the AQ site, supplemental linked material such as the English videos, and the emerging strategies for guided self-placement.

7. Cabinet welcomed Rosa Royce, Chief Compliance and Budget Officer, to present the Faculty Position Control Quarterly Report ([attached](#)). Joumana also presented a Faculty Obligation Number status report ([attached](#)). With 47 authorized fulltime faculty hires, we are projected to be above FON by 2 positions for Fall 2019.

2. Items for future agendas (items for the next Cabinet meeting are shown in BOLD:
   a. AP 4225—Course Repetition and Withdrawals and Catalog pages on Grading Symbols (Audrey, 5/21)
   b. Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 7/16)
   b. Revisions to AP 5200 Student Health Services (Audrey, 4/30)
   c. Independent Contractor Prequalification and Written Agreement (Abe, 4/30)
   d. Review of Holds Placed on Student Registration (Workgroup: Joumana, Tom, Doug, 7/16)
   e. Student Centered Funding Formula—Continued Follow Up
      A. Tracking Students in Support Cohorts (Student Support Workgroup (Dale, Antonio, Barbara, 5/7)
      B. Noncredit Support of SCFF & Multiple Measures (Madelyn, 6/25)
      C. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 6/18)
      D. Auto Award/Near Completion/Selection of Major (Audrey, George, Francisco, Dale, 4/30)
      E. Auto Award counselor-aided student assent system (Audrey, George, Francisco, Dale, 4/30)
      F. *EAB Navigate* Schedule Building & Data Analytics (Student Support Workgroup--Dale, 4/30)
      G. Increasing Financial Aid Awards: *ProVerify* software and Case Management (Audrey, Chau, Dale, 4/30)

   3. Quarterly Reports to Cabinet
   a. Emergency Response Plan Quarterly Report (Duetta & Melonee, 6/25)
   b. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, Joumana, Kevin Owen, 7/9)
   c. Faculty Position Control Quarterly Report (Joumana & Rosa, 7/16)
   d. Construction Project/Scheduled Maintenance Quarterly Report (**Gary, 4/23**)
   e. IT Projects Quarterly Report (Dale, 6/18)
   f. Grants Quarterly Update (Adrienne, 6/18)
   g. Dual Enrollment Offerings at Local High Schools Quarterly Report(Joumana, Joel & Francisco, 5/21)
   h. International Student Quarterly Update (Audrey & Darren, 7/9)
   i. Academic Support Alignment Project Quarterly Report (**Madelyn, Meghan, 4/23**)