



November 6, 2018

1. Cabinet reviewed and discussed the following information items:
 - a. The Community College League of California has published projections ([attached](#)) that affect future funding of community colleges. Some observations:
 - Statutory COLA will remain strong, peaking at 3.42% in 2021-22.
 - Consumer Price Index will begin to decline, reaching 2.94% in 2021-22 when COLA will actually exceed CPI.
 - While the CalSTRS employer contribution rate will stabilize in the 18-19% range, CalPERS will climb steeply from 15.531% last year to 24.6% in 2021-22.
 - b. Vice Chancellor Laura Hope's First Friday Update for November 2018 ([attached](#)) was brief:
 - The Student Success Metrics dashboard is online at <https://digitalfutures.cccco.edu/Projects/Student-Success-Metrics>. The "All Student" metrics with Mt. SAC reported data for 2016-17 are:

Metric		Mt. SAC	All CCCS
Number of students		64,383	2,052,827
Skills Gains		7%, 4,503 of 64,383	5%
Course Success Rate		74%, 259,445 of 349,410	73%
Transfer Math & English, 1 st year ¹		6%, 366 of 6,414	7%
Completed Workforce Milestone ²		31%, 19,778 of 64,383	42%
Earned 9+ Career Education Units ³		2%, 1,330 of 64,383	2%
Successfully Completed 15+ Units in Fall		17%	10%
Successfully Completed 30+ Units in Year		13%	9%
Retained from Fall to Spring		70%, 26,526 of 37,734	67%
Average Units by Associate Earners (% of those w/Ed Plans) ⁴		86, 2,952 students	82
Transitioned	Transferred to Four-Year Institution	1,854, 31.1% ⁴	46,837, 8.3% ⁴
	Earned a noncredit certificate	1,695, 28.5% ⁴	60,605, 15.6% ⁴
	Earned a Chancellor's Office approved certificate	453, 7.6% ⁴	48,900, 12.6% ⁴
	Earned an Associate Degree	1,580, 26.5% ⁴	71,224, 18.4% ⁴
	Earned an Associate Degree for Transfer	549, 9.2% ⁴	3,177, 1% ⁴

2. The Community College League of California has published its *2019 Policy Platform* ([attached](#)) which will guide and prioritize its advocacy efforts in the next legislative session. Topics are:
 1. Increase Formula Funding Rates
 2. Fund the Backlog of Capital Outlay Projects
 3. Remove Sunset on Dual Enrollment (AB 288)
 4. Help Students Meet Their Basic Needs
 5. Equitably Fund Cal Grants for CC Students
 6. Support Broad Access to Professional Development
3. The IRS has issued an Information Letter ([link](#)) clarifying the carryover rules for Health Flexible Spending Arrangements, or Health FSAs. A Health FSA is an employer-owned account that employees can contribute to on a pre-tax basis in order to pay for eligible healthcare expenses. The IRS letter now allows a carryover of the unused FSA balance, up to \$500, to be used in the following year. For more information, see the [attached bulletin](#) from Liebert, Cassidy, Whitmore.

¹Students who met all of the following criteria:

- Is not a Special Admit student concurrently enrolled in K12 in the selected year
- Enrolled for the first time in the district in the selected year
- Passed a transfer level math course in the district
- Passed a transfer level English course in the district

² Completed a noncredit workforce preparation or CTE course or had 48 or more contact hours in a career education course

³ CTE courses are those with Data Element CB03 (TOP Code) with a vocational flag OR CB09 (SAM Code) of A, B, or C.

⁴ Percentages based on students with Education Plans, Fall 2016: Mt. SAC: 5,952, All CCCs: 387,633 (Data Mart)

4. The Math Department has modified the “Phase 2 Math Placement Model” with an October 12 revision ([attached](#)) that made note of the phase out Math 70S and 71X and reports that both Math 110+Math 11 and Math 110S will be offered as “Statistics with support” options.

5. Cabinet will begin work on the topic of “Student Holds that Prevent Registration.” A recent report ([attached](#)) shows the extent of such holds imposed by a host of campus departments:

Admissions & Records	Conserve Collection	Humanities Division	Returned Check
Accounts Receivable	CalWORKs Book Loan	Library/Learning Resource	Special Admit
Arts Division	Duplicate Record	Natural Sciences Division	Student Life
Bookstore Rental Fees	F1 Student Hold	Orientation Hold	Student Services
Child Development Ctr	Financial Aid	Physical Ed Hold	Tech & Health Division
Community Ed	Health Services	Parking Services	

Cabinet reviewed AP 5035, Withholding of Student Records and Registration Privileges ([attached](#)), and found that the AP is in serious need of updating. In addition, in 2016, Cabinet had addressed the issue ([attached](#)) of registration holds that blocked students from dropping a class. While a solution was approved ([attached](#)), Cabinet was not certain that the fix was implemented. In fact, a work group at the time did an analysis ([attached](#)) of the overall issue of holds blocking student registration. Mike will determine if the holds-blocking-drops fix was implemented, and Mike and Audrey will provide an update and recommendations to address the excessive use of holds to block registration.

6. The Legislature approved \$10 million of one-time funding in the 2018-19 State Budget for California Community Colleges to support mental health services and training. [See attached memo](#). Mt. SAC’s 2018-19 Mental Health Services Allocation ([attached](#)) is \$275,862, the highest allocation in the state.

7. [Attached](#) is a report of expenditures in the first quarter for Mt. SAC’s Workforce Innovation and Opportunity Act Title II Adult Education and Family Literacy Grant ([link](#)) of \$983,871.

8. Madelyn Arballo, Associate Vice President of Instruction, recently made an excellent presentation on *Noncredit Pathways to Education and Work* ([attached](#)). The presentation highlights how Mt. SAC’s noncredit offerings support credit programs and are integrated into our Guided Pathways initiative.

9. Cabinet was joined by Yen Mai, Director of Marketing and Communication, and Lianne Greenlee, Director of Professional Development, to discuss plans ([attached](#)) for this year’s Peak Leadership Summit for Mt. SAC’s management team.

10. Cabinet approved a one-time \$50,000 Immediate Need Request ([attached](#)) to contract with The CECHCR Project of the Center For Collaborative Solutions ([link](#)) to provide consultation on health benefits.

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

- a. Update on Multiple Measures Placement Workgroup (Audrey, Joumana & Team, 12/11)
- b. Revisions to AP 5200 Student Health Services (Audrey, 12/4)
- c. Revisions to AP 5020—Non-resident Tuition (Mike, 12/4)
- d. Clarification of Redevelopment Property Tax Trust Funds to Mt. SAC for 2018-18 (Mike, 12/4)
- e. Academic Support Center Alignment (Bill & Joumana, 11/20)
- f. Follow up on *EAB Navigate* and *ProVerify* software (Audrey, Joumana, Mike, Dale 11/20)
- g. Student Centered Funding Formula—Continued Follow Up (**All, Each Meeting**)

6. Quarterly Reports to Cabinet

- a. Emergency Response Plan Quarterly Report (Mike Williams & Melonee Cruse, 11/27)
- b. Building 26A 2nd Floor Classroom Pilot Project (Gary, 12/11)
- c. Faculty Position Control Quarterly Report (Joumana & Rosa, 1/15)
- d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 12/18)
- e. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 12/11)
- f. IT Projects Quarterly Report (Dale, 11/20)
- g. Grants Quarterly Update (Adrienne, 12/18)
- h. Dual Enrollment Offerings at Local High Schools (**Joumana & Francisco, 11/13**)
- i. International Student Update (Audrey & Darren, 12/18)
- j. Student Support System Work Group (Dale, Barbara, Joumana, Madelyn, Tom, Francisco, Eric, 12/4)
- k. Review of Holds Placed on Student Registration (Audrey, Mike, 11/20)