



November 19, 2019

Doug Jensen sat in for Mike Gregoryk

1. Cabinet reviewed and commented on the following information items:
 - a. At the November Board of Trustees meeting, Francisco Dorame, Dean of Counseling, made the [attached presentation](#) on data reflecting the transfer of Mt. SAC students to UC and CSU campuses as well as to in-state and out-of-state private universities.
 - b. Latest data on Financial Aid Processing ([attached](#)) shows remarkable progress from recent innovations: As of mid-November, 54% of Financial Aid files were complete and verified for 2018-2019 and 76% are complete and verified for 2019-2020. This means 1,880 more Pell Grants and \$1,484,790 more grant dollars to students

Fall 2019 Pell Disbursement		Year over Year	
Students	Total	Students	Total
8,697	7,363,792.00	1,880	1,484,790.00

2. Cabinet received and reviewed (from Information Technology Advisory Committee) both BP 3721 ([attached](#)) and AP 3721 ([attached](#)) on Information Security. Cabinet modified both with edits reflecting that the Chief Technology Officer takes direction from the President/CEO. Both will be advanced to President's Advisory Council for recommendations.
3. The LA-Orange County Regional Consortium has sent a letter ([attached](#)) to Chancellor Oakley advocating for a more equitable calculation of Strong Workforce 2019-2020 Base Local and Regional Allocations.
4. Now available is an Application for Appointment ([attached](#)) to the Board of Trustees for the interim vacancy created by Trustee Jay Chen being called to active duty for the next several months.
5. Cabinet approved an Immediate Needs Request ([attached](#)) for \$33,364 to fund IT Department range adjustments for three positions partially supported by categorical funds. These positions were part of a reorganization and range adjustment in IT recently approved by Cabinet and funded with existing unrestricted general funds.
6. Cabinet approved a Rate Driven Increase ([attached](#)) for \$ 41,164.48 ongoing and \$178,976 one-time to provide additional resources based on the recent increased Oracle license fees for all of their products used on campus.
7. Cabinet approved a revised job description ([attached](#)) for Manager, Environmental Safety and Emergency Services, a currently vacant and funded position.
8. Audrey shared a Request to Fill ([attached](#)) for a Business Analyst to serve Counseling. **Cabinet delayed approval of the RTF pending the availability of new ongoing funding.**
9. Abe presented a follow up report ([attached](#)) on demographics of faculty hiring during 2018-19. Cabinet continues interest in the elements of the process that led to lack of hiring of African-American and Native American candidates despite that, respectively, 107 and 25 candidates had their applications reviewed by hiring committees.

10. Cabinet was joined by Francisco Dorame, Dale Vickers, Tom Mauch, Antonio Bangloy, and Monica Cantu-Chan for an update ([attached](#)) on the EAB Navigate Schedule Building & Data Analytics project. Cabinet was pleased that significant progress continues.
11. Cabinet was joined by Yen Mai and Lianne Greenlee to discuss the Peak Leadership Summit Management Retreat to be held January 9-10. Discussion centered on the topics and organization of the retreat and the ongoing professional development for managers. [See the attached presentation](#). Cabinet provided feedback, particularly on the potential role for senior management participation.
12. Cabinet was joined by Gary Nellesen to present the Construction Project/Scheduled Maintenance Quarterly Report both as a summary ([attached](#)) and in detail ([attached](#)).
13. Richard shared the presentation ([attached](#)) used at the Equity Minded Inclusion Meeting Student Needs Summit held jointly by Instruction and Student Services teams on Friday, November 15th.
14. Bill shared the presentation ([attached](#)) entitled, "Institutional Practices to Increase Student Centered Formula Performance Outcomes" which was presented at the CCLC State Conference on Friday, November 22nd by a team including Audrey, Dale Vickers, Madelyn Arballo, and Barbara McNeice-Stallard.
15. Abe shared a new Job Description for Assistant Director, Professional and Organizational Development ([attached](#)) and a new Job Description for Director, Transfer Center ([attached](#)). **Feedback from Cabinet members will be discussed at the meeting on December 3rd.**
16. Cabinet approved one New Request to Fill ([attached](#)).
17. Cabinet reviewed an updated list ([attached](#)) of vacant positions under active search.
18. Items for future agendas (items for the next Cabinet meeting are shown in BOLD):
 - a. Follow up on new job descriptions: Assistant Director, Professional and Organizational Development ([attached](#)) and Director, Transfer Center ([attached](#)) (All, 12/3)
 - b. Multiple Measures Placement Workgroup (**Audrey, Joumana & Team, 11/26**)
 - c. Management Workgroup for SEAP funds (**Audrey, Madelyn et al, 11/26**)
 - d. Student Centered Funding Formula—Continued Follow Up
 - A. Student Support Cohort System Workgroup (**Dale, Antonio, Barbara, 11/26**)
 - B. Noncredit Support of SCFF & Multiple Measures (Madelyn, 1/14)
 - C. Implementing SCFF Research Agenda and Data Reporting/Analytics (Barbara, 12/17)
 - D. CalPASS-PLUS follow up for K-12 full participation (Barbara, Bill, 12/17)
 - E. Auto Award/Near Completion (Audrey, George, Francisco, Dale, 12/3)
 - F. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup--Francisco, 2/18)
 - e. Follow-up on AP 3435 and 3540 (1/21)
 - 1) AP 3435 Discrimination and Harassment Investigations ([attached](#)). An updated draft will be brought to Cabinet by HR.
 - 2) AP 3540 Sexual Misconduct-Dating Violence-Domestic Violence-Stalking ([attached](#)). Update due to Cabinet by HR
19. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Quarterly Report (Duetta, 1/14)

- b. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, Joumana, Kevin Owen, 1/14)
- c. Faculty Position Control Quarterly Report (Joumana & Rosa, 1/14)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/18)
- e. IT Projects Quarterly Report (Dale, 12/17)
- f. Grants Quarterly Update (Adrienne, 12/17)
- g. Dual Enrollment at Local High Schools Quarterly Report (Joumana, Joel & Francisco, 12/10)
- h. International Student Quarterly Update (Audrey & Darren, 1/21)
- i. Academic Support Coordination Project Quarterly Report (Madelyn, Meghan, 12/10)