



January 26, 2021

1. Cabinet reviewed and commented on the following information items:
 - a. The [Vacant Positions Under Active Search Log](#) was reviewed.
 - b. The Vaccine Logistics Subgroup provided an [update of January 22, 2021](#), and reports that they are in the process of completing the appropriate paperwork for the LA County Department of Public Health to be a Closed Medical Point of Dispensing (MPOD) for the COVID-19 vaccine. The recommended route will be near Building 66/67 as a walk up so that appropriate monitoring can be done. Morris reports that the level of liability is not as high as previously thought, but they're still working through the insurance components of it. The biggest hold up at the moment is the pipeline of vaccine and seemingly ever-changing recommendations coming out of the Governor's office. The group will continue to prepare to be ready for approval and implementation of the MPOD. There is hope for Federal support, which is expected, but not known. The pressure for K-12 to return is real in California and that will, hopefully, enable us to benefit from that work. The early data on improvement in the COVID positive test results are a good sign. As that continues, there will be more visible importance of getting the vaccine moving.
 - c. An article from the Public Policy Institute of California, [A New Era of Student Access at California Community Colleges](#), provides over stated data and comments on the success of student direct placement in transfer math and English resulting from AB705. The article appears to be a campaign that does not include a comprehensive presentation of facts of the situation. This kind of blanket endorsement of State policy will continue regarding AB 705, however, we still have a need for students who are not ready to pass transfer math and English.
 - d. The Chancellor's Office issued their [2020-21 Participatory Governance Handbook](#) that provides information on the statewide participatory workgroups advising the Chancellor's Office. The handbook is useful in that it documents how much the voice of the field is heard by the Chancellor's Office and may stem the decline in the number and influence of advisory committees.
 - e. Mt. SAC Athletics posted an article, [Construction Continues on Mt. SAC Athletics Complex East](#), which includes information on the expansion of the Athletics Complex East to include a gymnasium, wellness center, swimming/diving complex, Heritage Hall, and a second parking structure.
 - f. Construction of the Student Center is in high gear! Gary Nellesen provided some [information and photos](#) of the footings being poured for the new Center—1300 yards of concrete! Amazing progress for this much needed building which is expected to be completed October 2023.
 - g. An announcement from the California Department of Public Health that [Public Health Officials Lift Regional Stay at Home Order for All Regions](#) moves the State back to the color-tiered [Blueprint for a Safer Economy](#). This change does not have all that much impact on us except that the State is now allowing counties to make local decisions on businesses reopening. LA County's positivity test rate has fallen from 21% to 12% and hospitalization has flattened.
 - h. An EdSource article, [San Diego Superintendent appointed to deputy education secretary post](#), on the Biden administration's announcement that they have selected San Diego Unified Superintendent Cindy Marten to Deputy Secretary of Education. Along with Miguel Cardona, Marten will help implement an education agenda. This is good news to have a California educator in the Department of Ed. Both top people have K-12 backgrounds, which does not say much for representation of higher education.

- i. Various staff members around campus have received emails from members of the Gabrielino Band of Native Americans–Kizh Nation, requesting that the term “Tongva” be removed from use when referring to the original inhabitants of the San Gabriel Valley area. The email comments that “Tongva” is a term that was established by a self-proclaimed group around 1993. While there is documentation of the Kizh Gabrielino tribe in the San Gabriel Valley area, there are no Federally recognized tribes from this area. Bill notes that, after doing some [research](#), becoming Federally recognized is incredibly difficult. To be more inclusive, Cabinet’s recommendation is to include the Gabrielino Band–Kizh Nation when referring to the original inhabitants of the area.
2. There was continued discussion on [AB 30](#) which makes changes to dual enrollment laws. AB30 allows CCAP contracts to continue after the initial 2021 sunset; streamlines CCCAP agreements with only one reading required by the Board; standardizes the application for dual enrollment to one per student (currently, students must apply each term); a cap of 15 units for community college courses; the allowance of dual enrollment credits to be used towards registration priority at a community college; and adds continuation schools for possible dual enrollment programs. We have already implemented the streamlining of the reading of agreements at one, instead of two, Board Meetings. There are conversations happening, but the rest of the items have not been discussed in any detail. Some changes to Board Policy and Administrative Procedures would need to happen after discussions with appropriate groups. Part of the original purpose for dual enrollment is for students to be able to complete their AA with their high school graduation. **Audrey and Irene will work with Dual Enrollment, Admissions and Records, and IT teams to make a Cabinet presentation on implementing these AB 30 changes.**
3. School Services of California published an article, [Biden Administration Unveils \\$1.9 Trillion Relief Package](#), detailing a proposal by the Biden Administration that is very broad in scope and not well-defined as yet. The American Rescue Plan, as it is dubbed, certainly addresses a lot of significant needs including money for higher education. This proposal is a good start that has money for State and local governments, vaccines, schools, and individuals, but the Bill has yet be written, much less passed, by Congress.
4. The Chancellor’s Office issued a Memo, [2020-21 COVID-19 Emergency Conditions Protections for Apportionment Calculations](#). Mt. SAC does not have to do anything to maintain funding since we already accepted emergency conditions roll over funding for this year. We will have to actively decline if we decide we are going to do better this year on producing SCFF funding outcomes for next year. We have until November 1 to decide.
5. Cabinet reviewed the [Mt. SAC Enrollment Comparison Report dated 1/24/21](#), and has concerns that the contact hours show growth and the FTES show decline. Previously, this was a red flag when we were not counting labs in attendance accounting records. **Morris will follow up on this to determine what criteria was used.**
6. Cabinet was joined by Madelyn Arballo, Associate Vice President of School of Continuing Education, Shannon Rider, Special Project Manager, to provide an [update on Noncredit Student Centered Funding Formula and Multiple Measures](#). Highlights:
 - They have developed a Research Plan for January 2021 focusing on the Student Centered Funding Formula (SCFF).
 - SCE Vision Statement: Empower all students to transform their lives through accessible and innovative educational opportunities.

- Enrollment Comparison: FTES Summer 2019 vs. Summer 2020: 4,134 to 3,689 and Fall 2019/2020: 1,847 to 1,221. This is an 18% decline in enrollment.
 - During the pandemic, increases have been seen in the following programs: adult diploma (102%), high school equivalency (187%), high school referral (189%), and the Language Learning Center (38%).
 - A noncredit to credit transitions cohort that they've been tracking for the last three years found 25% of males transitioned and 22% of females transitioned (1,647 total students in the cohort). The highest levels of transitions: high school referral, STV mirrored, VESL, STV health.
 - Noncredit certificate attainment for 19-20 is over 1877 total awards, which was a steady increase from previous years. The pandemic has affected certificate awards in Spring 2020.
 - In an employment outcomes survey conducted from a cohort from 2016-17, 94% of students responded that they were satisfied or very satisfied with their training; 54% responded that they secured a job that is closely related to their field of study; and 68% found a job within 3 months. Participants saw a \$2.63 change in hourly wages after completing training.
 - They continue to expand programs navigating through and post-COVID. Working through process of coordinating with Mt. SAC colleagues and K12 adult schools to enable credit enrollment of adult education special admit students.
 - They are working on promoting student success and completions as part of guided pathways work and to support SCFF supplemental and success metrics.
7. Bill asked Cabinet to think about the establishment of a larger group that would look at the 320 report as it relates to the Student Centered Funding Formula. He would like a Cabinet-formed team to consider a 320 + SCFF meeting and give direction for implementation of both monitoring present year SCFF performance and planning future SCFF funding growth. The group would be able to take a look at enrollment (as part of the 320), but adding the specific metrics on the three SCFF buckets: enrollment, financial aid, and completion. That brings some additional challenges, but it certainly is what we need to do in terms of budget management. **This will be agendized for discussion 2 weeks from now for an administrative process going forward.**
8. An employee COVID Town Hall Meeting is being planned for March 1 from 3:00-5:00 p.m. that will include an update from Cabinet, including a campus-wide Q&A. It will also include union representation and Dr. Walker, as well as Cabinet.
9. The following job descriptions were presented for review. They will be brought back to a future meeting for approval:
- [Audio Visual Support Technician](#)
 - [Coordinator, Professional and Organizational Development](#)
 - [Director, Outreach and Entry Services](#)
10. Cabinet approved recruitment to proceed for the following positions:
- Custodian (retirement of Royanne Garrison). Morris will process the [Request to Fill](#).
 - Director, Financial Aid (resignation of Chau Dao). Audrey will process the [Request to Fill](#).
 - Educational Advisor (resignation of Nayeli Fernandez-Madero). Audrey will process the [Request to Fill](#).
11. Cabinet approved the [Request to Fill](#) log for the following position:
- [Administrative Specialist IV](#) (one-year temp)
 - [Manager, Adult Education Regional Consortium](#)

12. Morris reported:

- Athletics Special Events has reached out to see if there is the possibility of having a televised track and field event of professional athletes in the Mt. SAC Stadium in May. This would require authorization from the County as we are still in the purple tier. Mt. SAC must be clear that no commitments can be made without that LA County approval and without more details relating to safety. Cabinet's hope is that the timing will be such that we are moving into some relaxing of athletic conditioning and events such as professional athletics. This would be a conditional yes.

13. Abe reported:

- He's been ramping up the interest and activities with SISC. He wants to create a community college consortium within SISC.
- The recording/Zoom task force is convening soon. The group is expanding to include representation.

14. Audrey reported:

- She completed the process for hiring the Assistant Director of Behavioral Health.
- Under discussion is whether they could use fees from international students to develop an emergency fund to help international students with issues since they're not eligible for CARES Act funds. Morris is requesting information and will respond.
- The Student Services team has been working on a Student Services position report. There are some questions about a project/program coordinator for EAB Navigate. This has been conceptually approved by Cabinet, but there is no funding source or an official request for it. Cabinet had discussion about management of success and completion. Audrey to put together a proposal for management and support of this area.

15. Irene reported:

- The VPI hiring committee is in the process of reading applications. They meet on Monday for compilation.
- Irene met with the Guided Pathways cross-council committee and they are in agreement that reporting to both PAC and Academic Senate will bring the work to the level they need. The concern is that both bodies would have to mutually agree on key aspects of the committee's work to move forward. It appears the operational portion would be under PAC and the academic part would be under the Academic Senate. Cabinet is willing to move forward with this proposal to see how dual reporting works out.
- Faculty hiring is moving forward.

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

- a. Multiple Measures Placement Workgroup (George, and Team, 2/23)
- b. Student Centered Funding Formula—Continued Follow Up
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 4/27)
 2. Auto Award/Near Completion (Audrey, George, Francisco, and Dale, 2/9)
 3. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 2/16)
- c. Zoom recording/digital retention (Abe and Workgroup, 3/9)
- d. AB30 (Dual Enrollment, A&R, and IT, 3/2)

17. Quarterly Reports to Cabinet

- a. Management Workgroup for SEAP funds (Audrey, Madelyn, and Rosa, 2/9)
- b. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 2/16)
- c. Limiting Short-term Hourly and Professional Experts and Managing Overtime (Abe and Alexis, 2/16)
- d. Emergency Response Plan Quarterly Report (Duetta, 4/13)
- e. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, and Kevin, 2/2)
- f. Faculty Position Control Quarterly Report (**Rosa, 2/2**)
- g. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/16)
- h. IT Projects Quarterly Report (Dale, 2/9)

- i. Grants Quarterly Update (Adrienne, 4/13)
- j. Dual Enrollment at Local High Schools Quarterly Report (Michelle, Joel, Marlyn, and Lina, 2/23)
- k. International Student Quarterly Report (George, 2/9)
- l. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 4/20)
- m. Title V Quarterly Report (Lianne and Lisa, 4/20)
- n. Guided Pathways Reporting (Michelle, Shiloh, and Sarah, 4/27)