



June 21, 2022

1. Cabinet reviewed and commented on the following information items:
 - a. The Campaign for College Opportunity issued [The State of Higher Education for Asian American, Native Hawaiian, and Pacific Islander Californians](#). The report notes that California has the highest population of Asian Americans in the United States and comprises the second largest racial/ethnic minority group in the State. The Executive Summary took on the biased assumption that this ethnic group are all high performers. The disaggregation by subgroups highlights some disparities *within* the group that stem from access to higher education and success after college enrollment. The authors did a thorough job to show the wide variation in preparedness and success of this group and the importance of better and more targeted support.
 - b. The Chancellor's Office issued a press release announcing that [Chancellor Eloy Oakley will leave the Chancellor's Office](#) on August 1. Oakley will head the [College Futures Foundation](#), which is a good match for him. They are an educational foundation that funds college and small consortium-based initiatives on equity. They do some good work.
2. The Chancellor's Office issued a Memo, [California Community Colleges Ethnic Studies Implementation Update](#), which provides an update from the taskforce that was established to support the CCC ethnic studies graduation requirement. The taskforce is continuing to make progress on four goals: 1) To determine an implementation date for the new CCC ethnic studies requirement; 2) To establish ethnic studies core competencies for the California Community Colleges; 3) To help coordinate professional development and technical assistance for the California Community Colleges to ensure ethnic studies is implemented with fidelity to the disciplines; and 4) To coordinate with California State University for intersegmental alignment. It appears CSU and UC are trying to work together on Area F. Good for us, all of our ethnic studies courses have been approved and we are working on getting them in the catalog.
3. The Chancellor's Office issued a Memo, [2022-23 COVID-19 Emergency Conditions Allowance Application due September 1, 2022](#), which notifies colleges of their ability to apply for emergency conditions for the 2022-23 school year. This year, the Chancellor's Office has tacked on a lot of requirements to the Emergency Condition Allowance (ECA) that make it more difficult for us to manage. The fact that districts have to elect whether to accept ECA in September when Fall enrollment is not yet known is restrictive, but it is still a good path for Mt SAC. It is still so complicated in terms of three-year averages and prior year information that it is challenging to figure out the options. For our current situation, we do not yet know how stable the State budget or the economy are going to be. We are moving forward with a tentative budget based on the May Revise as we have no other information to evaluate. Cabinet will be scheduling July and August Cabinet budget meetings to conduct an analysis, strategize, and work on New Resource Allocation priorities.
4. Cabinet reviewed the [Measure GO Master Bond Budget](#) that includes totals for all Measure GO projects. This budget shows the plans for funding the remaining projects with allocations of Measure GO money.
5. Cabinet reviewed the [2024-28 Five-year Construction Plan Project Summary Page](#). The Board will approve the plan at its July meeting.
6. Audrey provided the outcomes of a survey of Commencement staff on the 2022 Commencement Ceremony. Cabinet felt that the ceremony as a whole is too long—the procession took 30 minutes,

speeches took 70 minutes, and graduates' names took 2 hours. Cabinet noted the amazing work by all who participated in the planning, especially the Event Services staff who had a week full of celebratory events to execute. There was discussion on how to best cut down on the length of time and the impact of the ceremonies on campus staff.

7. Cabinet was joined by Meghan Chen, Associate Vice President of Instruction; Marlyn Lanuza, Acting Director of Dual Enrollment; and Marisa Fierro, Acting Assistant Director of Dual Enrollment, to provide a report on [Dual Enrollment](#). Highlights:
 - The team has moved into an office in Building 6. The new Program Specialist II has been hired and is a great addition to the team.
 - Dual Enrollment overall successful course pass rates for Winter: 92%; Spring: AB 288 (within high school bell schedule) courses: 90%, non-AB 288 (before and after high school bell schedule): 76%, overall 82.9%.
 - The Summer enrollment process is almost completed; there has been some adjustment with the new CCC Apply application to better track dual enrollment students for reporting purposes.
 - School sites have requested 73 courses for the Fall, compared to 54 courses last Fall.
 - The Mt. SAC Early College Academy (MECA) graduation was on June 7 with 63 graduates, including 4 who earned their AD-T. Of that class, 25% completed their IGETC and 14% will be continuing their studies at Mt. SAC. A couple of recognitions for the students who are getting their college degrees have and will occur at the West Covina USD and the West Covina City Council. MECA has a new principal, Dr. Ryan McDonald.
 - Hacienda La Puente USD will host their first 9th grade Early College Academy students in the Fall; they have been working with noncredit to determine what courses to take in 2022-23 to be prepared for the transition from 9th grade to credit college courses as 10th graders in Summer 2023.
 - Bassett USD is requesting six dual enrollment courses for the 2022-23 school year for their first year of what will be a four-year cohort program.
 - Pomona USD is requesting 14 dual enrollment credit courses for the 2022-23 school year.
 - Dual enrollment continues the discussion with other dual enrollment partner schools.
 - Special Admit is a necessary and crucial route to completion for dual enrollment students. The MECA graduates who completed their IGETC and AS-T degrees could not have done so without Special Admit.
 - Counseling continues to support the online dual enrollment program with five adjunct counselors assigned to the Dual Enrollment program.
 - The Dual Enrollment team has been working with the High School Articulation Program to discuss how dual enrollment can help enhance pathways and offer CE college credit courses; the Dual Enrollment team has been working on innovative ways to offer dual enrollment college credit courses, capitalizing on hybrid and online courses and summer courses.
 - There are a lot of online college wrap-around services that have been offered to our high schools, and they are working [with](#) dual enrollment counselors on making sure the dual enrollment students are aware of the services and resources and how to access them.
8. Kelly presented a [document](#) that the Instructional Leadership Team used to align their resource allocations to the Strategic Plan Goals. This rubric reinforces that resource allocation and strategic planning are aligned and connected.
9. Cabinet approved the [Request to Fill Log](#) for the following positions:
 - [Business Analyst](#) (Information Technology)

- [Director, Athletics Special Events](#)
- [Early Childhood Development Specialist I](#)
- [Kinesiology/Athletics Equipment Tech I](#)
- [Professor, ASL, and Interpreting](#) (Temporary, one-year)
- [Senior Research Analyst](#)

10. Sokha reported:

- HR is working on a process to vet professional experts and ensure that the process is implemented campus-wide.

11. Audrey reported:

- High School Outreach welcomed their new students last week. They are continuing their outreach to ensure that students are prepared for college.
- Upward Bound Impact Report for 2021-22 was published. Nine of their graduates were accepted to transfer institutions.
- There have been a lot of students coming through Building 9B; staff will continue outreach for Summer.
- Minority Male Initiative students had the end of year event on Saturday and it was well-attended.

12. Kelly reported:

- Enrollment for Summer 2022: Approximately 850 sections: 68% online and 32% face-to-face/hybrid. Down approximately 8% from Summer 2021 and 12% from Summer 2020.
- The Mt. SAC Enrollment Management Academy (MEMA) will be hosted next week for managers, faculty, department chairs, and classified professionals. Topics include the “nuts and bolts” of enrollment management such as the Student Centered Funding Formula, calculating FTES, and best practices in scheduling. Many thanks to Meghan Chen and Loralyn Isomura for their assistance in planning this event.
- The Accreditation Steering Committee is recruiting faculty, staff, managers, and students to join a Fall 2022 Institutional Self Evaluation Report (ISER) Finishing Team. There will be two Summer Team Accreditation Workshops to focus on conducting a gap analysis on July 11 (9:00 a.m. – 5:00 p.m.) and July 17 (1:30 to 5:30 p.m.) in person (food and beverages provided!). Please email [Lianne Maldonado-Greenlee](mailto:Lianne.Maldonado-Greenlee) to register for this event.
- A major component of the Instructional Leadership Team’s Study Session in July is to finalize the ILT DEISA goals. The ILT team will also leverage the team’s common read, *The Book of Joy*, in their DEISA discussions.
- The Instructional Leadership Team developed a resource allocation template that aligned strategic planning, PIE, and resource allocation. The template was used as part of the New Resource Allocation process for the Instructional Leadership Team.
- On June 17, the Office of Instruction held a study session for the support team of managers and classified professionals. This successful event included an in-depth discussion of accreditation, DEISA, and team building.
- Congratulations to Kelly Coreas, Mary-Rose Wiesner, and James Hutchinson (Respiratory Tech Program). The Respiratory Tech program received the President’s Award for Excellence in Credentialing Success Award from the Commission on Accreditation for Respiratory Care (CoARC). These faculty were recognized for inspiring students to achieve their highest educational and professional aspirations. These programs had to meet several rigorous standards to qualify for this award including student success metrics, accreditation standards, and outcomes data.
- Commencement was a wonderful celebration to round out the events of the year. Congratulations to the 4839 graduates with approximately 1300 participating in the Commencement ceremony this year!

13. Madelyn reported:

- SCE high school graduation was wonderful, with 107 graduates; more homeless students than ever before.
- California adult educational regional plan was completed yesterday. The highlight of the plan was college transitions, with growth in CTE health careers.

- EOA (Education for Older Adults) enrollments are good, with some sites seeing low enrolled courses due to a number of seniors with ongoing safety concerns. However, headcount is not down.
- Spoke about AB1705 that sufficiently addressed those with no high school diploma being untouched by the Bill. However, there is language that is still concerning regarding those with diplomas seeking English and math skill review. The confusing language was discussed.

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

- Return and Recover Initiative:
 - Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Assistant Director, Academic Technology, 7/26)
 - Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 7/26)
 - Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 7/26)
 - Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 7/26)
- Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, 8/16)
- Student Centered Funding Formula—Continued Follow Up:
 - Noncredit Support of SCFF & Multiple Measures (**Madelyn, Tami, and Shannon, 6/28**)
 - EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 8/9)

15. Quarterly Reports to Cabinet:

- Emergency Response Plan Quarterly Report (Duetta and Sayeed, 7/19)
- Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 8/2)
- Faculty Position Control Quarterly Report (Rosa and Meghan, 7/19)
- Construction Project/Scheduled Maintenance Quarterly Report (Gary, 8/16)
- IT Projects Quarterly Report (Anthony, 8/16)
- Grants Quarterly Update (Adrienne, 7/19)
- International Student Quarterly Report (Chris, George, and Paty 8/2)
- Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 9/27)
- Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, TBD)
- Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 9/20)
- Title V Quarterly Report (Lisa and Lizette, 8/9)
- AB 30 (Dual Enrollment, A&R, and IT, 8/2)