President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Kelly Fowler, *VP of Instruction* • Tom Mauch, *Acting VP of Student Services*
Morris Rodrigue, *VP of Administrative Services* • Sokha Song, *VP of Human Resources* • Madelyn Arballo, *Provost of SCE*

January 31, 2023
Romelia sat in for Kelly

1. Cabinet reviewed and commented on the following information items:
   a. The American Association of Community Colleges article, House GOP introduces PELL Act, provides information on a bill that key house republicans introduced that extends Pell Grant eligibility to certain workforce education programs. We will see how this goes; it is a good idea.
   b. The Management Staff Meeting Agenda for February 2 was shared. This quarterly meeting is occurring a month earlier at the request of the Management Professional Development Council. Bill has asked key colleagues to assist him with providing reports and updates listed on the agenda.
   c. The Community College League of California provided a Review of BOG Meeting Baccalaureate Degree Discussion, which we have had our eye on. This is related to previous discussions regarding the issue with the Cal State system trying to circumvent the operation of the current system of approval for community college baccalaureate degrees. The current system ensures that there is no duplication of a community college baccalaureate application request with an existing Cal State baccalaureate program. However, a lot of this is interpretation because it is rare that a community college would knowingly submit a proposed baccalaureate degree that would duplicate a degree at Cal State. This issue has gotten even more intense, with some Cal State campuses implementing last minute creations of baccalaureate programs that they now claim as a duplicate of that proposed by a community college. Further worrisome is an acceleration of the attempt to change the agreement with the legislature to give the Cal State system veto power over future community college bachelor's degrees. The BOG discussion shows the need for more advocacy and knowledge in this area on the part of both the BOG and the legislature.
   d. The Vacant Positions Under Active Search log was reviewed.

2. Morris reported that the property located above Buzzard Peak has closed escrow, and we are the owners of a new parcel of vacant land.

3. The Intersegmental Committee of the Academic Senates (ICAS) issued a Statement on the California Intersegmental General Education Transfer Curriculum (Cal-GETC), which provides a summary of progress, system vetting, and next steps. Through AB928 (Berman), ICAS was charged to establish a "singular lower division general education transfer pathway" for both the CSU and UC systems—the Cal-GETC pattern. A side-by-side review of the UC course GE transfer pattern and the CSU GE Breadth pattern determined that there were four areas that were not common to both: 1) oral communication, 2) lifelong learning and self-development, 3) ethnic studies, and 4) language other than English. After input from the three system academic senates (the composition of ICAS), ICAS has determined that it will recommend the establishment of a final Cal-GETC pathway by May 31, 2023. While consensus on the value of a common general education pattern for transfer to both Cal States and CSU, it is important not to leave out critical general education areas. For community colleges, that essential area is lifelong learning and self-development

4. The Association of Community and Continuing Education's (ACCE) Response to Legislative Analyst's Office (LAO) Report: "Redesigning California's Adult Education's Funding Model" provides a solid response to the recent report from the Legislative Analyst's Office, *Redesigning California's Adult Education Funding Model*. The legislators considering action on this LAO report will not understand this, but this message will be helpful in conveying the position of community college noncredit adult education programs.

5. Cabinet reviewed a confidential legal opinion related to the possibility of providing an instructional cannabis growing program on campus. Not surprisingly, there are several Federal statutes that would endanger the College's Federal funding if such a program was implemented.

6. Cabinet approved a [New Resource Allocation](#) for the balance related to the increase in FTE for a full-time classified position.

7. Cabinet approved an [Immediate Needs Request](#) for Purchasing of $15,000 one-time for the balance owed on bidding software that was procured during the 2021-22 fiscal year

8. Cabinet approved an [Immediate Needs Request](#) for Maintenance and Operations for Chargepoint Cloud renewal and maintenance and management renewals for $176,020 one-time.

9. Cabinet approved the [Request to Fill](#) log for the following positions:
   - [Administrative Specialist III](#) (EOPS/CARE)
   - [Director, Transfer Center](#)
   - [Driver](#)
   - [Professor, Chemistry](#)
   - [Professor, Counseling/General Counselor](#)
   - [Professor, Kinesiology/Assistant Football Coach](#)

10. Cabinet was joined by Tami Pearson, Dean of Continuing Education and Workforce Development, and Shannon Rider, Manager of Noncredit Workforce, for a quarterly update on [Noncredit Support of SCFF and Multiple Measures](#). Highlights:
    - SCE is projected to be up in headcount with most of the growth in CDCP.
    - Headcount breakdown was completed, and ESL, Short-Term Voc, and high school referral are seeing the largest growth. Disaggregated with demographics, the largest numerical increase is in the Latinx population, and the largest percentage increase is in the Black/African American population.
    - Supplemental metrics were pulled, and transitional data was looked at. A one-year cohort from 2018-19 was followed to see how many transitioned to credit by 2021-22. There were a total of 1,481 total students who transitioned (27%). This is the highest transition rate ever.
    - Noncredit transition students in the 2018-19 cohort impact: Promise Grant recipients, 67%; Pell Grant recipients, 39%; AB540, 3%.
    - Program in order of transition in the 2018-19 cohort are: 1) STV Health, 2) STV Mirrored, 3) STV, 4) ABE, 5) High School Referral.
    - The highest transition rates by ethnicity and gender are Black/African American males (49%) and Black/African American Females (41%).

11. Sokha reported:
    - The Vice President of Student Services application period ends soon, and the pool is looking promising.
    - The Oakland job fair was this last weekend, and the numbers were not as good as the LAX job fair. HR will connect with the CCC registry regarding additional advertising.
    - The CalPERS audit on temporary employees came back with a good result: no findings.
    - HR is working on a couple of EEO grant applications with the Grants office for mentoring and for restorative justice.
    - He attended the SWACC conference, where there were topics on ChatGP AI, employee intervention programs, and Sexual Harassment Prevention training for students.

12. Morris reported:
- Last year, our international student enrollment fee was $281 per unit based on the district average cost for tuition, plus $30 for the Capital Outlay Fee making the total$311 per unit) for international students. This year, the lowest possible cost is $342 per unit based on the contiguous district's cost, plus a Capital Outlay Fee of a reduced rate of $20 ($362 total). He is continuing to look at other districts as they set their costs to determine if there is a lower contiguous rate, however, Cabinet agreed to charge $349 per unit, plus a capital outlay fee of $20, for a total of $362 per unit.
- Koji, Ryan, and Morris went to Cal Poly to meet regarding a possible housing partnership for both students and employees. Cal Poly is engaging a consultant to conduct a study on housing, which will include our employees and students.

13. Tom reported:
- Counseling is working on using EAB for an enrollment campaign, and this began yesterday to get more students to register for Spring 2023. They are looking at new students, continuing students, and previous students.
- 84% of EOPS students who are eligible to register have registered. They are working on connecting with the balance of these students for registration.
- There are about 40,000 students who have applications that have been quarantined for the possibility of fraud. These students are contacted to respond, but some do not. Admissions and Records would like to do some more aggressive follow-up with these students for enrollment. Tom will work on a process and position for this work.
- The Black History Month luncheon is on Thursday. The keynote speaker is Dr. Pedro A. Noguera.
- The Vice President of Student Services offices are moving to Building 9E.

14. Madelyn reported:
- Pharmacy Tech program completers are doing their work experience, and some were hired within days of work experience. They don't even have their licenses, but the demand is there. Over half are going to enroll in a credit program.
- Faculty are developing a new program, Registered Behavioral Technician, which was brought on form our own experiences with this group who serve as guides for some of our adults with disabilities students.
- SCE was recently informed by WASC accreditation commission that our self-study will have a page limit of 50 pages. The SCE team is working on a plan to meet this requirement.

15. Romelia reported:
- Enrollment Management Academy began yesterday and is taking a big picture approach to look at how all programs on campus work together on retention and enrollment. They will also be discussing early alert referrals to support enrollment continuity.
- They're looking into expanding some of the academic support centers in the EAB Early process.

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

a. Return and Recover Initiative:
  1. Student Retention and Enrollment Outreach (Leads: Tannia Robles, Laura Sherwood, Denise Bailey, Pedro Suarez, and Sylvia Ruano 4/25)
  2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, Gio Rodriguez, and Aida Cuenza, 4/25)
  3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 4/25)
  4. Technology Loan Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 4/25)
b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, TBD)
c. Student-Centered Funding Formula—Continued Follow-Up:
  1. Noncredit Support of SCFF & Multiple Measures (Tami and Shannon, 5/2)
  2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 2/28)

17. Quarterly Reports to Cabinet:
    - Emergency Response Plan Quarterly Report (Shannon and Sayeed, 4/18)
    - Room Utilization/Capacity-Load Ratio Project (**Gary, Meghan, Brandin, and Kevin, 2/7**)
    - Faculty Position Control Quarterly Report (Rosa and Meghan, 4/11)
    - Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/28)
    - IT Projects Quarterly Report (Anthony, 2/28)
    - Grants Quarterly Update (Adrienne, 4/18)
    - International Student Quarterly Report (Chris, George, and Paty, 2/7)
    - Academic Support Coordination Project Quarterly Report (Romelia, 4/11)
    - Guided Pathways Quarterly Report (Meghan, Elmer Rodriguez, and Michelle Nava, TBD)
    - Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 3/21)
    - Title V Quarterly Report (Lisa and Lizette, 3/21)
    - AB 30 (Dual Enrollment, A&R, and IT, 3/21)
    - Accreditation Core Group Update (Lianne, Barbara, Allie, Patty, Michelle, and Laura, 3/21)
    - Financial Aid Update (Manuel, 4/11)
    - [MESA Program Implementation](#) (Pending, TBD)
    - [Research on Enrollment: Wait Lists, Evening Student Loss](#) (Quinones, TBD)
    - [Apple Resources: App Design, Apple eBooks Online](#) (Pending, TBD)
    - Student Equity Plan (Pending, TBD)