



October 11, 2022

Meghan sat in for Kelly

1. Cabinet reviewed and commented on the following information items:
 - a. The [Campaign for College Opportunity](#) has recognized Mt. SAC as a Champion for Higher Education for the implementation of our Associate Degree for Transfer.
 - b. The Chancellor's Office has a new podcast series called the [California Community College Experience](#). Their first guest was our own Mt. SAC Alumnus of the Year, Rafael Agustin. Rafael was recently here on campus to speak at the Student Equity Speaker Series where he shared his story and promoted his new book, *Illegally Yours*. Audrey noted that the event was very well attended and Rafael stayed for hours signing books.
 - c. A CBS News article, [Court declares DACA program illegal but leaves policy intact for nearly 600,000 immigrant "Dreamers,"](#) is a follow-up to a previous Federal appellate court ruling. A three-judge panel for the 5th Circuit Court of Appeals found that the policy violates US immigration law. The panel declared that the Obama administration's executive order creating DACA was illegal; that there was no presidential authority to issue that executive order. However, the court ruling did not shut the program down for those currently under the policy, but the court ruling prohibited approving any first-time applications for DACA status. This ruling will likely move to the Supreme Court for an ultimate decision. It is anticipated that there will be pressure on Congress for additional immigration reform legislation on a path to citizenship. (DACA stands for Deferred Action for Childhood Arrivals which allows undocumented U.S. residents brought to the US as children protection from deportation and the ability to obtain work permits.)
 - d. The [Federal Student Aid](#) department issued a letter to college presidents to join a virtual Presidential Leadership Executive Session. This year's session will provide updates on Historically Black Colleges and Universities, Tribal Colleges and Universities, Minority Serving Institutions, and Community Colleges.
 - e. We were notified of a [Grant Award](#) for the Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act. This is a grant that we have been getting for many years for student support, equipment, and faculty development. Although the agency used data from prior prior year, which was low for us, they have increased the pay points this year.
 - f. An EdSource article, [Newsom rejects second effort to make more community college adjunct faculty eligible for health care](#), including information that Governor Newsom vetoed, for a second consecutive year, a bill that would have made more part-time professors eligible for health insurance. [Assembly Bill 1856](#) would have allowed adjunct professors to teach up to 85% of a full-time teaching load, which would qualify them for health care coverage. Newsom's denial of this Assembly Bill cited the unknown cost associated with this change, estimating it to be somewhere between \$26M to \$150M. Newsom's 2022-23 budget included a \$200M increase to a fund in which community colleges can request reimbursement for adjunct health care.
 - g. In a letter from the [Office of the Governor](#), Governor Newsom returns [Senate Bill 410](#) without signature. This Bill would have established a nine-step merit salary system for all represented CSU non-faculty staff employees. While Newsom acknowledged the need for salary equity for non-faculty staff, he noted that the Bill proposed that the salary increases be funded within existing CSU resources, which would mean redirecting funds, likely from CSU student success efforts.
 - h. The [Vacant Positions Under Active Search](#) log was reviewed.
2. Cabinet reviewed [Actions by Governor Newsom](#) on bills of interest to Mt. SAC.
3. Cabinet reviewed proposed revisions to [AP 7127 – Applicant Travel Reimbursement](#), with recommended revisions requested by Human Resources. The recommendations were approved by Cabinet, and this AP will be sent forward for PAC review and recommendation.

4. Cabinet reviewed proposed revisions to [BP 6150 – Designation of Authorized Signatures](#). The recommendations for changes are in line with College processes and clarifies some of the existing language. The recommendations were approved by Cabinet and this BP will be sent forward for PAC review and recommendation.
5. There has been much discussion on Student Learning Outcomes over the past year particularly to reach compliance with ACCJC accreditation standards. As has been previously reported in Cabinet Notes, the College has requested assistance from a Chancellor's Office Partnership Resource Team to assess our Outcomes processes and look for ways to strengthen them. In looking for some history, Bill shared a [Memo](#) from April 2015 from the Outcomes Committee on an Outcomes Mapping Project that spurred productive outcomes work leading to full accreditation by the 2017 ACCJC accreditation visiting team.
6. Cabinet was joined by Rosa Royce, Chief Compliance and College Budget Officer, and Meghan Chen, Associate Vice President of Instruction, to provide a report on [Faculty Position Control](#). Highlights:
 - There are not many changes from the last Cabinet update. At this point, there are 15 new ongoing faculty positions added as required to move toward compliance with the Faculty Obligation Number (FON) for additional funding faculty hiring provided by the State. This results in 43 positions from Unrestricted General Fund and 1 from SEAP funding.
 - At the closing of 2021-22, there were 27 authorized hires due to separating faculty, with 24 from the Unrestricted General Fund and three from Restricted funds. This results in a need to hire 19 full-time faculty positions for 2022-23.
 - For the 2022-23 budget, there are 26 separating faculty, with 5 authorized hires coming up, which results in 21 full-time faculty positions available budget for 2022-23. These 21 faculty positions are the result of the 19 vacancies at the closing of 2021-22 plus two positions from the more recent faculty retirements.
 - Based on the advance FON, the Faculty Obligation for Fall 2022 and Fall 2023 projections are 435 and 472 respectively. This puts us over FON for 2022 by one position and under FON for 2023 by 36. However, this is just an estimate as we do not yet know the actual credit enrollment and this FON for Fall 2023. Emergency Conditions (temporary funding for credit enrollment losses) may change this number.
 - The Draft Fall 2022 FON Compliance Report shows total full-time equivalent faculty at 436, with the percentage of 59.1% of credit sections taught by full-time faculty base load.
7. Cabinet was joined by Manuel Cerda, Director of Financial Aid, and Tom Mauch, Associate Vice President of Student Services, to provide an update on Financial Aid. Highlights:
 - An analysis as of the middle of Fall 2022-23: total Financial Aid applications - 32,238. Of those 16,419 students are enrolled. Typical to be at about half of those who applied, which is 68%. Compared to last year, we have received 2,243 more applications at this point in time.
 - Federal Pell Grant awards have slightly increased compared to last year, with about 32% of enrolled students.
 - Students who receive the California Fee Waiver seems to be a little lower and this will require more inquiry.
 - The inreach/outreach teams are targeting their efforts on student groups that provide a higher yield. Groups have been determined using student data analysis and application/completion patterns from prior years. These efforts include emails, phone calls, and mailers to home addresses.
 - CalGrants are on par with last year and are currently delayed. We have the highest allocation in the State. CalGrant eligibility has been expanded to September, which has helped our students.
 - The remaining HEERF balance for the 2022-23 academic year is \$4.2M. This must be distributed to students by June 2023.
 - The Coronavirus State Fiscal Recovery Fund Emergency Financial Assistance Grant program's available balance is \$6.25M. Funds must be distributed by December 1, 2024, and disbursed by December 31, 2026. Students not eligible for these funds will be auto-referred for HEERF Emergency Funds.

8. Cabinet approved the [Request to Fill Log](#) for the following positions:
- [Administrative Specialist III](#) (Human Resources)
 - [Business Analyst](#)
 - [Financial Aid Specialist](#)
 - [Fiscal Technician II](#)
 - [Program Account Specialist](#) (Foundation and Alumni Association)
 - [Senior Research Analyst](#)
9. Cabinet discussed requests related to the COVID-19 Recovery Block Grant Per AB 182. The Chancellor's Office has provided a broad explanation of allowable expenditures. When looking at NRA (New Resource Allocations) Phase 14, we discussed at that time that funding requests not funded out of NRA Phase 14 could be supported with block grant funding. Requests from areas were sent to Administrative Services who provided a [summary document](#) in each of the approved expenditure areas:
- i. Support access to basic needs and mental health services for students impacted by COVID-19;
 - ii. Reengagement strategies for students who received an incomplete or failing grade in the Spring 2022 due to COVID-19;
 - iii. Engagement strategies with high schools and local communities to restore broader access;
 - iv. 4) Grants to faculty development of online, accelerated learning modules to allow students who receive an incomplete or failing grade in the Spring 2022 term due to COVID-19 to make progress toward their degrees instead of retaking courses in the Fall 2022 term;
 - v. Professional development opportunities for faculty and student services professionals to continue educational instruction due to COVID-19, including supporting students impacted by learning loss and preparing and supporting faculty to develop online instructional capabilities in response to COVID-19;
 - vi. Investments in information technology infrastructure, facilitating students' access to technology to be able to access online coursework, and technology, software, or other electronic instruments and materials for faculty to support courses that are difficult to teach online;
 - vii. Cleaning supplies and personal protective equipment;
 - viii. Discharge unpaid fees due or owed by a student to a community college district;
 - ix. Increase online student services hours to evenings and weekends;
 - x. Help meet students' financial and basic needs;
 - xi. Professional development focused on culturally responsive campuses and classrooms; and
 - xii. Providing direct emergency grants to students in need.

There was some challenge in reading the requests related to how the request improved outcomes as supported by data. What is the demand that is not being met with existing funding and what are the expected outcomes if the request was funded? Bill would like to go through and look at these through that lens; as a first run-through. Considerations for this first review:

- i. The magnitude of the economic dislocation is not likely to be something we can really address. If we get into this type of support for students, how do we prioritize that? It will be useful to consider: 1) we already have a lot of funds for basic needs, but there are holes and students who are not eligible that we may want to prioritize (i.e., nonresidents, noncredit student bus passes) which accomplishes equity and enrollment retention.
- ii. Items already approved through the NRA Phase 14 that were identified as Block Grant funding.
- iii. The need for things like behavior, wellness, and counseling-type services. The need is greater than the resources. We need to use existing systems to expand services. It is important to look at ways to deal with the mission of that particular group and see how we can augment services through Student Health Services. Similarly with the ACCESS program for those requests for students with disabilities. Both in the pandemic and online resources, we've created some additional barriers to access that we are not prepared to serve. **This process will evolve gradually over the next several Cabinet meetings.**

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

Note: the following topics will be added to future agendas as quarterly reports:

- [MESA Program Implementation](#)
 - [Research on Enrollment: Wait Lists, Evening Student Loss \(Quinones\)](#)
 - [Apple Resources: App Design, Apple eBooks Online](#)
- a. Return and Recover Initiative:
 1. Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Pedro Suarez, 10/25)
 2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 10/25)
 3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 10/25)
 4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 10/25)
 - 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, 1/3)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 11/22)

11. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (**Duetta and Sayeed, 10/18**)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 11/1)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 1/10)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 11/15)
- e. IT Projects Quarterly Report (Anthony, 11/15)
- f. Grants Quarterly Update (**Adrienne, 10/18**)
- g. International Student Quarterly Report (Chris, George, and Paty 11/1)
- h. Academic Support Coordination Project Quarterly Report (Romelia, 1/3)
- i. Guided Pathways Quarterly Report (Meghan and Guided Pathways Coordinators, TBD)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 12/20)
- k. Title V Quarterly Report (Lisa and Lizette, 11/8)
- l. AB 30 (Dual Enrollment, A&R, and IT, 12/20)
- m. Accreditation Core Group Update (Lianne, Barbara, Allie, Patty, Michelle, and Laura, 12/13)
- n. Financial Aid Update (Manuel, 1/10)