

President's Cabinet Action Notes

March 11, 2025

1. Cabinet reviewed and commented on the following standing items:
 - a. Marketing and Public Affairs provided the following updates:
 - Professor Chaz Perea will be speaking to Rotary Club of Pomona about his work at Mt. SAC and with the Dodgers.
 - COVID signage will no longer be updated and can be removed.
 - b. Cabinet approved the following position to proceed with out-of-class assignment:
 - [Coordinator, Project Program](#) (Human Resources) (Out-of-Class)
 - c. Cabinet approved the [Request to Fill Log](#) for the following positions:
 - [Administrative Specialist IV](#) (Learning and Library Resources)
 - [Project/Program Specialist](#) (Dual Enrollment)
 - d. The following Emergency Funding Requests were approved:
 - [Information Technology](#) – A \$54,000 one-time funding request to cover software to help prevent fraudulent students from enrolling at Mt. SAC.
 - [Dual Enrollment](#) – A \$204,868 one-time funding request to cover Instructional Service Agreements for the Early College Academy.
 - [Instruction](#) – An \$18,300 one-time funding request to cover the stipend for the Assistant Dean of Accreditation and Planning.
 - e. Cabinet received the following diversity, equity, inclusion, social justice, anti-racism, and accessibility updates:
 - Student Services has produced an Equity Events Calendar for Spring 2025.
 - Adult Basic Education faculty will offer a class, "Master Essential Computer Skills for Your Academic Success!", to credit Drug and Alcohol Studies students. This course focuses on building digital literacy skills to support their success in credit classes.
 2. Adrienne Price presented the following Grant Proposal Approval Summary Form:
 - [Japanese Teaching Material Purchase Grant](#) - The grant application was approved to be submitted.
 3. Cabinet discussed the importance of the alignment of the Student Equity and Achievement Plan and the Mt. SAC 2035 Plan. The Plan is due on November 30, 2025, and Melba is working on establishing a Workgroup that includes broad representation. Melba will bring the proposal to AMAC for discussion. The SEAP budget will continue to be monitored to ensure compliance.
 4. Cabinet discussed the campus food policy related to the utilization of District funds. A memo will be distributed to the campus, outlining the allowable expenditures related to food purchases.
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