

President's Cabinet Action Notes **December 2, 2025**

1. Cabinet reviewed and commented on the following standing items:
 - a. Cabinet approved out-of-class assignments for the following positions:
 - [Administrative Specialist III](#) (EOPS)
 - [Coordinator, Printing Services](#)
2. The Chancellor's Office will be hosting two [Vision-Aligned Reporting Convenings](#) in Spring 2026 to provide ground-level information on the enhancements made to the Annual Reporting Platform. We have a team identified that will implement these changes to ensure compliance.
3. Cabinet reviewed an exploratory review of an [autoenrollment](#) collaboration between IT and Student Services. The document explores the auto-enrollment process from the waitlist and includes information on related enrollment enhancements. The cross-collaborative team developed questions to guide the possibility of autoenrollment from course waitlists due to the increasing demand and the need to optimize the student enrollment process. Information included participating colleges, challenges, implementation requirements, and student responses. Following consultation with SIG, an analysis of the responses to the questions posed, and a review of potential alternatives, the following recommendations were presented:
 - 1) Improve the Drop for Prerequisite Process
 - 2) Add More Prerequisite Drops
 - 3) Waitlist Time Reduction
 - 4) Enhance Student Communication

The recommendations were approved, and the team was asked to develop a work plan that outlines projected timelines for implementation of the proposed enhancements. The work plan will be brought back to Cabinet for review. In addition, the plan will assess the feasibility of moving to a 24-hour acceptance window for students on the waitlist.
4. Cabinet reviewed the [2025 Commencement Surveys](#) from both students and faculty.
5. Cabinet reviewed proposed revisions to the following Administrative Procedure:
 - [AP 3110 – Academic Department Reorganization](#) – Approved to move forward in the process.

