



February 15, 2022

George sat in for Audrey

1. Cabinet reviewed and commented on the following information items:
 - a. Pomona Valley Hospital reached out to Bill to ask for [information](#) on our Nursing Program, particularly how many applicants we have had and how many have been accepted into our program. The Nursing department provided data covering the last four academic years.
2. An article, [Governor Newsom Proposes Changes to Expand Dual Enrollment](#), identifies the details of the trailer bill language that was released related to expanding dual enrollment as part of the State Budget Act. The Governor has proposed putting in \$500M one-time into a K-12 competitive grant program to enable more partnerships between K-12 districts and California community colleges. There are a lot of growth opportunities here to expand dual enrollment for Mt. SAC. The funding is on a capacity basis, so there is an encouragement to grow dual enrollment programs.
3. Cabinet approved an [Immediate Need Request](#) from Facilities, Planning, and Management for contracted transportation services for \$150,000 one-time. An example is busses for transport of athletic teams to games at other colleges.
4. Cabinet reviewed and approved the [Requests to Fill](#) log for the following positions:
 - [Associate Vice President, Human Resources](#)
 - [Early Childhood Development Specialist I](#)
 - [Early Childhood Development Specialist I](#)
 - [Early Childhood Development Specialist II](#)
 - [Electrician](#)
 - [Lead Skilled Trade Crafts Worker](#)
5. Cabinet reviewed and approved the recommended changes to the [Director, Student Health Services](#), job description as the minimum qualifications must match what is required by the Chancellor's Office.
6. Cabinet was joined by Gary Nellesen, Executive Director of Facilities Planning and Management, to provide a [Construction/Scheduled Maintenance report](#). Highlights:
 - Measure GO is proceeding with over 200 active projects, including eight major projects under construction, two major projects under review by DSA, and two projects in the design phase.
 - He is just finished up filling five classified positions and one management position in part for work that has previously been done by professional experts.
 - Assessing how the use of Community Workforce Agreements is impacting small projects is continuing, and he will have some conclusions after the STEM Center project is bid and contracted.
 - He has been looking at operating budgets for the new Student Center and Athletics Complex when they come online. Staffing will particularly be needed within Technical Services and IT to address the technical aspects of the building.
 - Minor capital improvement and small projects under construction or will begin soon: STEM Center, Dual Enrollment office, Student Services, POD Loft offices, Flexible Student Services Space modules, El Centro/EOPS building, and 9F/9G (relocation for the Reuse Depot).

- Scheduled maintenance projects in design include: Theater and Music building exterior repairs, Technology building plumbing system repairs, main water supply repairs, Math and Science elevator addition, audiovisual system upgrades, MEP system repairs campus-wide, building envelope repairs, facilities renewal interior finishes, hazardous materials abatement, and central plant and energy management system improvements.
 - Upcoming projects include: School of Continuing Education Phase 1, Brackett Field modular, and Library architectural design completion.
 - Challenges for the building program are potential contractor claims, actual cost of construction in the current environment of materials shortages, premium costs for skilled labor, and higher regulatory requirements.
7. Cabinet was joined by Ned Weidner, Professor of English; Elizabeth Casian, Professor of American Language; Maria Tsai, Senior Research Analyst; Jimmy Tamayo, Professor of Mathematics; and George Bradshaw, Dean of Enrollment Management; to provide an [AB705/Multiple Measures Placement Workgroup report](#). Highlights:

AMLA

- Created AMLA 1A and approved for students who are English language learners to with a transfer-level goal. The team is working to get the information out to students.
- They have held two levels of communities of practice on topics of equity and how to engage minority students.
- They still need to remove any pre-transfer level AMLA recommendations currently in the Assessment Questionnaire for placement of high school graduates.
- There has been interdepartmental collaboration for certificates for Foundational English, Advanced Proficiency, and Communication.
- There has been work on adding AMLA 1A to course catalogs and degrees as they have not yet been included.
- They are updating the flow chart for English language learners.
- They collaborated with a noncredit AIME course to prepare students for AMLA 90, English 1A, or AMLA 1A.

English

- As of Summer 2021, English no longer offers developmental courses below transfer level (English 1A). The department still serves cohorts of deaf and hard of hearing (DHH) ACCESS students, but they will be in English1A/80 cohorts rather than 68 cohorts.
- The department is trying to bolster support on all levels, including the first-year experience program. They are working with other campus departments to make this happen with some community-building activities.
- They are ramping up learning communities and have created a Minority Mail Initiative cohort for the Fall that will take English 1A and 1C as well as an UMOJA cohort for Fall and a Rising Scholars cohort for the Summer.
- They will be linking 1A/80 corequisite pairing with a Counseling class and a Library class in the Fall. This is a pilot and they will evaluate how it works.

Math

- The Math equity committee was formed over a year ago. This group has looked at curriculum and the Math Flow Chart and have decided that it needed some clean-up work. Currently, there is a proposed flow chart that needs approval from the Math and Computer Science department for seven pathways—Liberal Arts, Teacher Prep, STEM, Statistics, Algebra, Business Calc, and CTE.
- Approved redesign of Math 130, two new Math courses—Math 105 and Math 135, approved Math 135/Math 150 as the new prerequisite for Math 180, and changed the prerequisite for Math 140 to Math 135.

Research

- The Chancellor's Office has required several AB705 related submissions over the past year from colleges to explain their AB705 implementation plan/practices and data collected. The focus on data has shifted from placement to enrollment and course offering.
- There has been a concern with the structure of one-year throughput rate model that the Chancellor's Office uses for evidence to determine maximization as we have a diverse, complex set of student population with specific educational needs. Many of our at-risk student groups were greatly impacted during COVID-19 pandemic to stay on academic path.

8. Cabinet was joined by Anthony Moore, Chief Technology Officer; Antonio Bangloy, Director, Enterprise Application Systems; Monica Cantu-Chan, Director, IT Project Implementation; Chris Schroeder, Director, Infrastructure and Data Security; and Michael Carr, Director, Academic Technology; to provide an [IT Projects Quarterly Update](#). Highlights:
- The IT change management group has been meeting. This group discusses processes that may be related to IT employee requests. This group will review requests for any general accountability requirements for the requested change and communicate this out to others.
 - IT has purchased 10 printers for on-campus student use through HEERF funding. They have analyzed the use of student printing which seems to be working well in the locations selected for the printers. There is no cost right now as the funding is coming from HEERF, but IT is investigating vendors for future student printing needs.
 - The IT team has been working with the Instructional Leadership Team on instructional technology in which much-needed upgrades were determined.
 - The new Help Desk system is Fresh Service, which will replace our old Help Desk system. New features will be new report capabilities and an intelligent background system. This will allow for a more robust tracking system.
 - The IT Help Desk has assisted with 698 student and 749 employee support requests.
 - A college-wide assessment has been completed for the outside areas of the college—parking lots, gathering areas, walkways—and the team is looking at how to provide full outdoor campus-wide wireless coverage.
 - There has been a growth in using Amazon Web Services through the completed migration of OnBase storage to Amazon Web Services.
 - They are working in partnership with Human Resources and POD to roll out information security training for staff. This training is being provided to all Managers, Confidentials, and CSEA 262.
 - There has been quite a bit of discussion about multi-factor authentication and the use of it here at Mt. SAC.
 - There have been 262 requests for projects and support activities completed by the IT team.
9. The Board Study Session is coming up on Saturday, March 12 and a list of topics were drafted:
- Budget scenarios – blend enrollment impacts (credit, noncredit, dual enrollment); SCFF/PI (Rodrigue)
 - Actual Report on OPEB (Rodrigue)
 - Measure GO Quarterly Update (Nellesen)
 - Legislative Report on Active Bills (Ashley Walker)
 - Return and Recovery – Categorical Programs (credit and noncredit) (Yamagata-Noji/Arballo)
 - Accreditation Training (Fowler)
 - Board Self-Evaluation (Scroggins)
10. Items for future agendas (items for the next Cabinet meeting are shown in BOLD)
- a. Return and Recover Initiative:
 1. Reconnect and Reengage (Leads: Tannia Robles, Shannon Rider, Matt Judd, Assistant Director, Academic Technology, 4/26)
 2. Center for Black Cultural and Student Success, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 4/26)
 3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 4/26)
 4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 4/26)
 - b. Multiple Measures Placement Workgroup (Madelyn, George, Ned, Elizabeth, Maria, and Jimmy, 5/24)
 - c. Student Centered Funding Formula—Continued Follow Up:
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 4/5)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 5/3)
11. Quarterly Reports to Cabinet:
- a. Emergency Response Plan Quarterly Report (Duetta and Sayeed, 4/19)
 - b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Brandin, and Kevin, 5/3)
 - c. Faculty Position Control Quarterly Report (Rosa and Meghan, 4/12)
 - d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 5/24)

- e. IT Projects Quarterly Report (Anthony, 5/24)
- f. Grants Quarterly Update (Adrienne, 4/19)
- g. International Student Quarterly Report (Chris, George, and Paty 5/3)
- h. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 2/22)
- i. Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, 3/1)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 2/22)
- k. Title V Quarterly Report (Lianne and Lisa, 5/10)
- l. AB 30 (Dual Enrollment, A&R, and IT, 5/3)