



November 2, 2021

1. Cabinet reviewed and commented on the following information items:
  - a. The Chancellor's Office presentation at the [Fall 2021 ACBO Conference](#) focused on data that revolved around salaries, rather than categorical funds. Guided Pathways is approaching its final year (2021-22) of the initial five-year grant with allocations going out beginning in 2022. The average fund balance at the State level is now up to 30%. Mt. SAC's fund balance at 28% is reasonable in relation to how other districts are doing right now. The \$40M increase to the Strong Workforce Program for FY 21-22 has not been released to colleges. The allocation of those funds is still under review by the Assembly, Senate, and Department of Finance. We do not know what is happening with the SEAP (Student Equity and Achievement Program) allocation, but we do anticipate \$95K less in Basic Needs funding for Mt. SAC. The presentation also focused on the overall fiscal health of the State. Part-time faculty office hours are eligible for \$118M of reimbursements in 2021-22. Morris will check on how much we are eligible to receive. This may be the time to work with Nossaman on a lobbying and advocacy effort.
  - b. It is no surprise to us that poverty is so closely related to education challenges. An article from Community College Daily, [Data Points on Education, Income, and Poverty](#), states that, from 2019 to 2020, real median income among U.S. head of household ages 25 and older dropped for all educational attainment groups. One of the reasons Mt. SAC is working diligently on the "Return to Campus" campaign is to reach this group of students. It seems students that work on campus are more engaged and more successful. The expected funding can be used for a work study program, similar to Mt. SAC's SEED program to employ students. **Audrey will take a deeper look into funding opportunities and bring back a strategy.**
  - c. State tax revenues continue to go up as outlined in the article from School Services of California, [Department of Finance Releases October Finance Bulletin](#). The September 2021 General Fund revenues beat estimates in the 2021-22 State Budget by \$5.6B or 40.4%. The California real gross domestic product is back to equal the high of 2019. As we march towards the Governor's January Budget proposal for the 2022-23 fiscal year, the administration is going to have lots of options for funding. In California, compared to before the pandemic, unemployment rates are high even though there are well paying entry-level jobs available. This is a very complicated issue and may contribute to students not returning to college. Students may feel a lack of confidence in the future or investing in themselves in the future when that future does not look bright. It is a fact that there are a lot of subsidies for those out of work that undoubtedly contribute to recipients staying out of the job market.
2. The Legislative Counsel's Digest on [AB 928 Student Transfer Achievement Reform Act](#) was discussed in AMAC and is a Bill that would express findings and declarations of the Legislature related to the process of transfer from community colleges to a 4-year postsecondary institution. Based on the language of the Bill, it looks like the community college system is a pivotal player in organizing and communication. This Bill would involve a committee that would include all three systems (UC, CSU, CCCs) which the Chancellor's Office will lead. We will be impacted by the Bill in how we communicate with students. If a student designates a transfer pathway, they must be provided with an ADT (Associate Degree for Transfer) Educational plan pathway unless the student has opted out of a transfer goal. We are expecting something to come out of the Chancellor's Office on the Community College Bachelor's Degree Bill, AB927. Mt. SAC's proposal for a bachelor's degree here at Mt. SAC will be done in partnership with the Academic Senate. One of the reasons we did not get it was they had a geographic and demographic set of metrics that prioritized schools which ended up not including us. Although these bills have a lot of promise, there are challenges.

3. The Academic Senate expressed in their [Resolution 21-02 – Faculty Primacy on Teaching Modality](#) that they would like to be part of the discussions on modalities of scheduling online courses, that is, whether a course is synchronous, asynchronous, or hybrid. Through AMAC, the Academic Senate and Instruction Office has developed a workgroup to work with department chairs to recommend a resolution/statement pertaining to modality of online course offerings. An intentional approach includes collaboration between deans, chairs, and discipline faculty based on student needs, student success, and student demand, and curricular design as considered from an equity lens. The finalized schedule is an administrative decision. The collaborative scheduling process does not take away from the administrative right of faculty assignment to courses.
4. A [2021-22 Apportionment Attendance Report](#) recalculation was received. For the attendance accounting for credit distance education sections, the previous term length multiplier was based on a compressed calendar to determine the FTES (Full Time Equivalent Student). For Mt. SAC, 16.2 weeks as used whereas an uncompressed calendar would use 18.75 weeks. The TLM was corrected, and we were allowed to use 18.75 week. This enabled us to go back and adjust last year's numbers as long as they matched that required criteria. This adjustment added more than 500 additional FTES. In addition, there is additional FTES growth that noncredit is producing which will make it a significantly better P2 enrollment and funding report when we see that report this coming February 2022.
5. Expanded PAC (President's Advisory Council) will be held on November 17 and will focus on the six College Strategic Plan Goals. Attendees will be divided up into six teams and each given one goal to work on developing objectives and outcome metrics (key performance indicators).
6. Marketing has updated the campus COVID-19 informational banners where applicable. An email announcement on the reminder of vaccination registration deadline will be sent.
7. Cabinet approved the following position to proceed with recruitment:
  - [Computer Facilities Assistant](#) – This 11-month, 50% vacant position (Coordinator, Computer Facilities) will be recruited as a 12-month, 47.5% Computer Facilities Assistant.
8. Morris reported:
  - Our previous parking permit vendor is no longer in business so a new vendor has been selected. Although there will be no cost for the students, there will be a short period of time where we will not have the permits to give them. Student information will be taken to ensure accurate distribution when permits are distributed. Proper advertisement will be needed, and distribution is anticipated for December 1.
  - There are concerns from Vice Presidents regarding the approval tree process of Chrome River. IT is meeting weekly on this issue.
  - Shield T3 saliva testing is being introduced in a limited capacity when the contract is finalized.
  - There was a water leak that required us to use an alternate water source. Although emergency repairs are underway, this is a project that needs to be a priority. We cannot depend on this alternative source.
  - In anticipation of the audit being presented to the Board, Trustee Gary Chow has been designated by the Board to meet with Morris Rodrigue and Rosa Royce to review the audit ahead of time on their behalf.
9. Sokha reported:
  - Both CSEA groups' agreements to close out negotiations will be presented to the Board in December.
  - The link for student COVID-19 vaccination exemption is now live. The number of applicants will be brought back to Cabinet.
  - Collaboration between Human Resources and Instruction will bring forth best practices for approving flex hours. An outside source may be needed to verify.

10. Audrey reported:

- The Minority Male Initiative had a successful event that allowed students to express their views on what is happening in their classroom.
- Thursday's retreat covered accreditation. The group brainstormed how they would re-engage with students and obtain a better understanding of how to reach out to those students that we don't see often and are not in touch with the College. It was suggested that we offer financial aid early and follow-up with students whose fees were forgiven to get them back in school. Opportunities for student employment on campus are an effective incentive in getting students back. Our training and services need to infuse equity. Each unit met and will come up with their own strategies.
- The Equity Alliance work series (e-convenings through USC) is coming to an end. Participant feedback will vary by category and recommendations will be very specific. One example is the onboarding of new employees.

11. Kelly reported:

- The Accreditation Kick-Off event last week was a success! Our ACCJC liaison, Gohar Momjian, assisted the Mt. SAC accreditation team with two training sessions; an introductory session followed by a "nuts and bolts session." Many thanks to the presenters and all those who participated.
- Great news from our nursing program. The 2021 third quarter (July-Sept) NCLEX-RN licensure exam pass rate report shows that 39 first timers took the exam, and 38 of them passed the exam. Our first timers' pass rate is 97.44%.
- The drone partnership with Los Angeles County Public Works is moving forward. Our advanced UAS Pilots will be helping the County with inspections of over 400 miles of flood control channels. There are three partners in the group: Mt. SAC Aeronautics, LA County Public Work, and STANTEC – a consultancy group hired by the County to conduct inspections.
- Susie Chen shared with the Office of Instruction that the California Community Colleges Chancellor's Office (CCCCO) has approved our 2021-2022 Enrollment Growth grant plan. We receive a total grant amount of \$262,448 for FY2021-2022. Special thanks to Billie Lynes for submitting this plan!
- Enrollment analysis continues for both Winter 2022 and Spring 2022 schedules. Registration for Winter 2022 starts this week! The Instructional Leadership Team is working closely with department chairs and faculty in schedule development and implementation.

12. Madelyn reported:

- Six-member interdisciplinary team training has begun on a behavioral design approach to student outreach orientation. This workgroup is diversified and will provide a different view. We know less about our students' perceptions and need to regroup to effectively message our students from their point of view. We have not taken the best advantage of the focus groups and surveys.
- Our noncredit recovery and Fall growth are steady with attendance FTES totaling our 2020 numbers in just 10 weeks. Older adults are slowly returning, as well as ESL (English as Second Language) student's numbers bouncing back nicely.
- SB 68 workgroup has had challenges pertaining to the impact of AB 540 and trying to increase access to SB 68. Adjustments are needed to bring down limitations. The language in SB 68 is unattainable. The big concern is if a solution shortens the time, this will invite international students to attend adult ed, come get a quick fix, and not be considered as international students.

13. 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, 1/25)
2. Center for Black and African American Studies, MMI, Arise, and El Centro (Leads: Clarence Banks, Anabel Perez, and Aida Cuenza, 1/25)
3. Student Center Coordination (Leads: Kevin Owen, Koji Uesugi, and John Vitullo, 1/25)

4. Laptop Loaner Program (Leads: Michael Carr, Romelia Salinas, Tami Pearson, and Eric Lara, 1/25)
- b. Multiple Measures Placement Workgroup (George and Team, TBD)
- c. Student Centered Funding Formula—Continued Follow Up:
  1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 11/23)
  2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 12/21)

14. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta, 1/18)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Mika, and Kevin, 12/21)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 1/11)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 12/7)
- e. IT Projects Quarterly Report (Anthony, 12/14)
- f. Grants Quarterly Update (Adrienne, 1/18)
- g. International Student Quarterly Report (Chris, George, and Paty 12/21)
- h. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 12/14)
- i. Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, 11/9)
- j. Dual Enrollment Quarterly Report (Meghan, Joel, Marlyn, and Lina, 11/23)
- k. Title V Quarterly Report (Lianne and Lisa, 1/18)