



December 7, 2021

Cabinet will be on hiatus until January 4, 2022

1. There was continued discussion on the Diversity, Equity, Inclusion, Social Justice, and Anti-Racism (DEISA) Council. Audrey presented a draft [Purpose and Function Statement](#) for review. This group will be coordinating the outcomes of the work of the campus groups who are working on DEISA. Cabinet's direction is that the Council will find a way to weave in the concept of interactive conversations, rather than just reporting. Through the coordination, the DEISA Council will provide recommendations and feedback to the groups. This Council will report to PAC and the membership would be half management representatives and half constituent representatives. As discussed at the last meeting, a DEISA Management Core Team would be the source of the management representatives on this Council and will report to Cabinet. **Each Vice President will provide a name to serve on this Management Core Group.** The Council will have an overall research plan related to DEISA activities throughout the campus. Comments on the Purpose and Function Statement:
 - The targets should be the entire spectrum of DEISA.
 - Recommended using the term "DEISA" when referring to the areas.
 - Function 3: "Organize and collaborate institutional research on DEISA, such as the campus climate survey."Audrey will put the document into Teams to collaboratively update. It was also recommended that the Council make a yearly Informational Report to the Board.
2. At the [CEO Student Centered Funding Formula Taskforce Meeting](#), topics of discussion were the rebenching of the FON, a discussion with Vice Chancellor Lizette Navarette, and discussion of making hold harmless permanent. The conversation quickly devolved and there was interesting talk regarding discussions between the Chancellor's Office, the Governor's Office, and the Department of Finance. Morris noted that Title 5 already allows for yearly rebenching. This proposal to rebench the FON does not address equity at all. What is needed is investments in personnel to address access in equity and success. Even with the 50% law, Mt. SAC is investing in wraparound services to produce student success. Impact is on success results when we provide financial aid and targeted services to high-risk groups—all actions that Mt. SAC is taking and seeing a lot of success generated. Community colleges need to produce equity of outcomes that California desperately needs. In discussions about the State budget, there was talk of providing ongoing investment with additional base funding in the Student Centered Funding Formula. This funding would be for technology related costs outside of the three SCFF buckets. This funding would also be outside the 50% law. The Department of Finance, so far, is reportedly supportive of this proposal. The CEO SCFF group also talked about an initiative to solve the ongoing problem of the hold harmless in the SCFF. Lizette reports there is a good possibility that there may be a rebenching of the hold harmless—a reinvisioning as another accommodation to difficult financial situations which would set an overall floor that would be more indicative of the high water mark that the community college system was at over the last few years before COVID. This obviously generated a lot of interest.
3. There have been a couple of recent conversations around competency based education and Bill prepared an idea document, [Modular/Variable Unit Competency Based Course Design with Credit for Prior Learning](#). There have been discussions with a consultant about working with us on some of this. Discussion with the Mt. SAC CBE Grant faculty will see if this idea has traction.

4. The Strengthening Community College Training Grants FOA is a Department of Labor Grant that is currently in Congress. The \$45M Grant is expected to pass with the Appropriations bill and the purpose is to address the skill development needs of employers and dislocated workers, accelerate career pathways that lead to employment quickly, and address challenges associated with COVID to expand online and technology-enabled learning to a virtual environment, and help community colleges build capacity that result in increased access for individuals to acquire industry-recognized skills. The LAOCRC applied for this grant last year, but was not successful. Both the LA District and the Los Rios District received this grant last year. The thought is to have a San Gabriel Valley college consortium apply; Bill will start to have conversations with the CEOs of these colleges. There is some interest from University of La Verne for partnership on this grant. The initial target industries will be healthcare and business.
5. The [Supplemental Success Data 2020-21 as of December 2, 2021](#), was received and is the data that will start informing The SCFF metrics that determine our state budget allocation. Morris will use this data to put together some information on how we are trending on the SCFF allocation for 2022-23. The Chancellor's Office wants to validate the data so that it can be audited, and they are giving us more than one opportunity to validate the data. That way we can get as accurate as possible.
6. The College's Annual Report is at the printer and should be mailed out in January.
7. The Management Retreat is coming up in January and there will be a wonderful speaker on the topic of emotional intelligence during uncertain times.
8. Cabinet made the following determinations related to recommendations from the Reclassification Committee:
 - Administrative Specialist III (School of Continuing Education) – Does not support the Committee's Recommendation; the reclassification was approved.
 - Coordinator, School of Continuing Education – Does not support the Committee's Recommendation; the reclassification was approved.
 - Program Account Technician (School of Continuing Education) – Supports the Committee's Recommendation; the reclassification was denied.
8. Cabinet approved the following Immediate Needs Requests:
 - [Administrative Services](#) for conversion of Warehouse Worker position for \$7915 ongoing.
 - [Human Resources](#) for minimum wage increases to non-academic, non-classified employees for \$50,000 ongoing.
9. Cabinet approved a new [Executive Assistant I](#) (Human Resources) position to proceed with recruitment. Cabinet also approved a [New Resource Allocation](#) for the position.
10. Cabinet approved the [Request to Fill](#) log for the following positions:
 - [Administrative Specialist III](#) (Arts Division)
 - [Administrative Specialist III](#) (Transfer Center)
 - [Administrative Specialist IV](#) (Information Technology)
 - [Financial Aid Specialist](#)
 - [Financial Aid Specialist](#)

2. Morris reported:
 - Fiscal Services has been working on getting a handle on College credit cards/p-cards, expenditures, and reconciliations that are not in accord with College policy. They will be implementing new processes where there are levels of warning.
 - The Auxiliary Services Board of Directors met for its quarterly meeting. They have adjusted some contracts due to the pandemic and they are working on an extension of the contract with Barnes and Noble with a cost sharing more agreeable to Mt. SAC. They are also working on updated Bylaws which will propose an expanded Board of Directors.
3. Sokha reported:
 - The Management Staff training on the side letters was positive. He has done some additional trainings in department-specific areas to ensure that managers have information.
4. Audrey reported:
 - There have been issues with students not being able to upload vaccination records in Cleared4. Technical Services is aware of the situation.
 - The Student Services building is open with reduced holiday hours through the end of the year.
 - Mental Health services received less State funding than they anticipated while seeing an increased demand.
5. Kelly reported:
 - The Holiday Choral concert was Saturday and it was an amazing event.
 - Kudos to our amazing athletics teams, with all earning post conference opportunities: women's cross country state champs, men's cross country second place, men's wrestling dual team state champs, men's soccer state champs, women's soccer final four, football Patriotic Bowl champs, men's wrestling So Cal Champ and undefeated, women's golf regional qualifier, men's and women's water polo qualified for regionals, and women's volleyball regional qualifier.
 - The Spring student survey is out and open until the end of the Fall semester.
 - Ethnic Studies had four lateral applicants for position openings and considerations will be made soon. Cabinet is open to all four being approved for transfer.
6. Madelyn reported:
 - SCE will meet their Fall target attendance, over 300 more than last Fall.
 - The LA Strong Workforce region had \$573K carryover of funds from 18-19 that expires in March. The group met and gave a noncredit project half and the other half to a teacher prep project.
 - SEAP Advisory meeting topics focused around the funding model augmentation and a SEAP planning document.
7. 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 Cultural and Student Success, 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, 1/11)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 2/1)

8. Quarterly Reports to Cabinet:

- a. Emergency Response Plan Quarterly Report (Duetta, 1/18)
- b. Room Utilization/Capacity-Load Ratio Project (Gary, Meghan, Mika, Brandin, and Kevin, 2/1)
- c. Faculty Position Control Quarterly Report (Rosa and Meghan, 1/11)
- d. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 2/15)
- e. IT Projects Quarterly Report (Anthony, 1/11)
- f. Grants Quarterly Update (Adrienne, 1/18)
- g. International Student Quarterly Report (Chris, George, and Paty 2/1)
- h. Academic Support Coordination Project Quarterly Report (Madelyn and Romelia, 2/8)
- i. Guided Pathways Quarterly Report (Meghan, Shiloh, and Sarah, 2/8)
- j. Dual Enrollment Quarterly Report (Meghan, Marlyn, and Lina, 2/22)
- k. Title V Quarterly Report (Lianne and Lisa, 1/18)
- l. AB 30 (Dual Enrollment, A&R, and IT, 2/8)