



# President's Cabinet Action Notes

Bill Scroggins, *President & CEO* • Irene Malmgren, *VP of Instruction* • Audrey Yamagata-Noji, *VP of Student Services*  
Mike Gregoryk, *VP of Administrative Services* • Ibrahim "Abe" Ali, *VP of Human Resources*



**October 18, 2016**

**Cynthia Hoover filled in for Vice President Abe Ali who was at a conference.**

- Cabinet reviewed the latest Accrediting Commission newsletter ([attached](#)). Of concern was the use of the Obama Scorecard ([link](#)) as a compliance tool for accreditation. Two quotes illustrate:
  - Over the coming year, ACCJC will discuss with each institution the Scorecard data and any discrepancies or errors in it, as well as other data that institutions may use to measure student outcomes, such as transfer rates or National Student Clearing House data showing longer term graduation rates. ACCJC will consider the role of transfer and job placement prior to an associate degree being conferred as factors that measure institutional effectiveness at each institution.
  - ACCJC has asked comprehensive evaluation teams to examine the utility and effectiveness of using Scorecard data when examining institutions, and describe the measures of effectiveness that institutions have chosen to use in their Institutional Self-Evaluation Reports.

So it looks like the “rules of the game” have changed just as Mt. SAC is about to be evaluated. How do we stack up on the metrics in the Obama Scorecard? See [attached](#) and this summary:

| Metric                               | Mt. SAC  | U.S. Ave. | Metric                            | Mt. SAC | U.S. Ave. |
|--------------------------------------|----------|-----------|-----------------------------------|---------|-----------|
| Credit Students                      | 26,463   | 6,588     | Return After 1 <sup>st</sup> Year | 80%     | 68%       |
| Full/Part Time                       | 31%/69%  | 38%/62%   | % Students w/Federal Loans        | 1%      | 17%       |
| Average Annual Cost                  | \$3,000  | \$16,190  | Total Federal Loan Debt           | \$5,250 | \$8,287   |
| Graduation Rate                      | 30%      | 42%       | Pell Grant Recipients             | 38%     | 38%       |
| Salary After Attending               | \$33,500 | \$33,400  | Hispanic                          | 59%     | 22%       |
|                                      |          |           | Asian                             | 18%     | 6%        |
|                                      |          |           | White                             | 12%     | 49%       |
| Earnings Above High School Graduates | 49%      | 48%       | Black                             | 4%      | 14%       |
|                                      |          |           | Native American                   | <1%     | <1%       |

A good overview of much of this data is in the AACC Fast Facts document ([attached](#)).

Another good source is the Community College Resource Center's FAQ ([link](#)).

- The Community College League annual convention is coming up November 17–19 at the Riverside Convention Center ([link](#)). There will be a pre-conference workshop on Wednesday that includes a “Building Guided Pathways” presentation by Kay McClenney, the key leader of the AACC Pathways Project of which Mt. SAC is one of 30 national participants. The “guided pathways” approach is really catching fire in California.
- Cabinet was joined by Melonee Cruse, Manager of Environmental Safety and Emergency Services, and Dave Wilson, Chief of Public Safety. Cabinet serves as the Executive Policy Group in the implementation of our Emergency Operations Plan. Melonee and Dave provided training to Cabinet on our function in this policy roll and on emergency notification procedures. See the [attached](#) training summary.

4. Cabinet was joined by Bill Eastham, Director of Technical Services, and Dave Wilson, Chief of Public Safety. Under consideration is modification of BP 6530—Close-Circuit Surveillance Systems ([attached](#)), and creation of a companion Administrative Procedure to implement that policy—and provide direction in general for cameras on campus. Cabinet discussed a very rough draft of such a procedure, AP 6510—Networked Video Cameras ([attached](#)). The draft establishes categories of closed-circuit cameras as Instructional Support, Operational Support, Asset Protection, and Security. Additional issues to incorporate include:
  - Reviewing the draft AP 6510 language with CSEA and the Faculty Association
  - Stating clearly how faculty would have access to Instructional Support recording
  - Including dispersed video storage hubs around campus to avoid overloading the network and to provide backup for partial failure of the network
  - Establishing criteria for VPs to make decisions on implementing Instructional, Operational, and Asset Protection video cameras and for Cabinet to make decisions regarding Security
  - Assuring that cameras to not record off-campus areas
  - Assessing the need for increased staff in Technical Services and in Public Safety to handle maintenance of the equipment and monitoring recordings
  - Obtaining legal review before implementing the policy and procedure
5. Cabinet was joined by Bill Eastham, Director of Technical Services, to provide an update on implementation of our Classroom Technology Standards. Discussion centered around budget and phasing of implementation.
6. Cabinet was joined by Fawaz Al-Malood, Associate Dean of Business, who presented a draft of the Child Development Center Business Plan for 2016 ([attached](#)). Several follow up actions were discussed. The outcomes will be discussed with Cabinet in approximately two months.
  - Increase the number of children served by furnishing and existing room as a classroom.
  - Analyze the use of staff to identify potential efficiencies within existing external requirements.
  - Explore alternatives to current staffing design for the provision of food services.
7. Cabinet had a general discussion of AP 7121—Recruitment and Hiring: Classified Employees ([attached](#)). Some updates are needed. **Abe will work with CSEA 262 and 651 to review possible changes.**
8. The California Supreme Court has made a recent ruling ([article attached](#)) which clarifies that environmental impact reports are required when a “substantive change” is made in a facilities project rather than the “new project” standard determining when this is needed. Given that Mt. SAC has been modifying several projects and updating environmental impact studies, this ruling is welcome.
9. The Chancellor’s Office has issued a memo ([attached](#)) clarifying what colleges can do to prepare for the 2017-18 plan cycle which will require the integration of the SSSP, SEP, and BSI Action and Expenditure Plans.
10. Community colleges around the state are busily preparing their Strong Workforce Local Plans (due 12/31/16) to detail how the local funds will be spent in compliance with new state law. (Mt. SAC’s local share is \$2.4 million.) Much “guidance” from the Chancellor’s Office has been provided including the [attached 55 page PowerPoint](#).

11. The City of Walnut is updating its General Plan—the first such update in 30 years ([link](#)). Cabinet reviewed the DRAFT Land Use Alternatives Presentation ([attached](#)). We will continue to work with the City as the plan develops. Cabinet was generally pleased with the initial direction shown in the draft.
12. Cabinet prepared for next week’s New Resource Allocation session. This “Phase 6” allocation will be based primarily on approximately \$3 million in one-time money available in the 2016-17 Adopted Budget. There may be some limited on-going allocations based on the possibility of over cap FTES funding at “recalc” in February 2017. Proposals will be brought to Cabinet next week on the standard New Resource Allocation form showing PIE priorities or on Immediate Need Request forms if unexpected and urgent funding is requested.
13. Mike shared a report ([attached](#)) on progress in establishing the Bus Transit Center in partnership with Foothill Transit.
14. Cynthia shared the positions to fill approved at today’s Cabinet ([attached](#)).
15. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
  - a. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, 11/15)
  - b. Next Steps on the Foothill Transit Center (Mike, 12/13)
  - c. Student Holds: Establishing, Communicating, Clearing (Joumana, 11/1)
  - d. Update on Classroom Technology Standards (Mike, Vic, Bill Eastham, 12/13)
  - e. AP—Financial Aid, Addressing Loss of BOG Fee Waiver (**Audrey, 10/25**)
  - f. Implementing BP 6530—Closed-Circuit Surveillance Systems (Dave, Vic, Bill, 11/15)
  - g. Child Development Center: Budget and Productivity (Irene, 11/29)
  - h. Progress on Expansion of Summer Bridge Program (**Audrey & Irene, 10/25**)
  - i. New Resource Allocation for 2016-17 (**Allocation, 10/25**)
16. Quarterly Reports to Cabinet
  - a. Emergency Response Plan Implementation (Dave Wilson & Melonee Cruse, 1/10)  
\*\*Executive Policy Group Training\*\*
  - b. Classroom Utilization Project (Joumana & Mika, 12/13)
  - c. Faculty Position Control Report (Irene, 11/15)
  - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 11/1)
  - e. Construction Project/Scheduled Maintenance Quarterly Report (Mike & Gary, 12/6)
  - f. IT Projects Quarterly Report (Mike & Vic, 12/13)
  - g. Grants Quarterly Update (Irene & Adrienne, 1/17)
  - j. Text Messaging (Yen & Vic, 11/29)