



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* • James Czaja, *VP of Human Resources*



February 3, 2015

1. Cabinet reviewed the First Monday newsletter from Chancellor Brice Harris ([attached](#)).
 - Fifteen college have been selected for the Baccalaureate Degree pilot.
 - The Governor's proposed 2015-16 budget for community colleges is generous, but Chancellor Harris urges caution because of escalating STRS and PERS contributions and the expiration of Proposition 30 taxes beginning at the end of next year.
2. Chancellor Harris issued an invitation ([attached](#)) for colleges to join the Registered Apprenticeship College Consortium (RACC). A FAQ on RACC is [attached](#). Having Mt. SAC join RACC would be timely given the Governor's budget augmentation for apprenticeship and the emphasis placed on this topic in federal funding.
3. Cabinet discussed the [attached](#) LCW legal opinion on BP 2703—Health Benefits for Board of Trustees (current version [attached](#)). LCW's recommended revision will be passed to President's Advisory Council for a recommendation.
4. Cabinet was joined by Yen Mai, Director of Marketing and Communication, to discuss BP and AP 3700—Social Media which were proposed as new policy and procedure last year (that previous version is [attached](#)). Yen discussed recommendations under consideration by the Academic Senate's Social Media Guideline Task Force. **Cabinet gave direction to Yen who will bring back edited versions of the BP and AP.**
5. Cabinet discussed the grant application for \$15 million through the Career Pathway Trust Fund. Mt. SAC will be fiscal agent for the consortium of K-12 districts in our service area. Cabinet was particularly pleased that the San Gabriel Valley Economic Partnership is part of the consortium and promoting participation of local business. (See the [attached](#) letter.)
6. The Kresge Foundation has offered to sponsor ten Southern California community colleges to join the national Achieving the Dream project. (See the [attached](#) letter.) Cabinet discussed the advantages and challenges of AtD given its more than ten year history. Audrey and Irene will discuss the Achieving the Dream opportunity with the Academic Senate at the next AMAC meeting. **Bill was asked to acquire more information**—which yielded the following:
 - Brief overview of Achieving the Dream ([attached](#))
 - Benefits and services associated with AtD participation ([attached](#))
 - A two page overview of the AtD Strategic Plan 2014 – 2019 ([attached](#))
 - An overview of some of the student outcome successes AtD colleges have achieved ([attached](#))
 - A 2015 cohort timeline that highlights key dates ([attached](#))
 - Colleges that join AtD as part of the 2015 cohort will officially begin with the AtD Kickoff Institute, June 24 - 26, 2015. The location will be announced in February or March. A rough draft of the 2015 Kickoff Institute agenda is [attached](#)

7. Cabinet discussed the programming challenge that Banner presents in recording grades for course repetitions. (See the [attached](#) memo.) We must either do a programming patch or manually enter the grade changes, both of which present problems. **Student Services and Information Technology will come to resolution on a fix that allows these grade postings to be accurately done in a timely fashion.**
8. Enrollment for Spring 2015 is slower than expected. Irene discussed steps being taken to boost enrollment. With some departments with unmet demand unable to hire adjunct faculty, we may want to consider full-time faculty this spring. **Irene will bring an analysis to a future Cabinet meeting.**
9. Bill shared two follow up documents on the topic of Statway math courses and articulation with the University of California. The first memo ([attached](#)) states that Mt. SAC's Statway course meets the UC math requirement. The second memo ([attached](#)) indicates that this acceptance will not begin until Fall 2016 and does not include meeting the IGETC math requirement. So more work is needed for full articulation to UC.
10. James shared a summary ([attached](#)) of activities on the Koff Classification Study from Fall 2011 to present. James has been working with the unions and associations to bring changes in job descriptions and ranges to the Board of Trustees commencing in March so that approved range changes will be effective retroactively to July 1, 2014 and will be placed in the 2015-16 budget. These actions are contingent on the changes being approved no later than the May Board meeting.
11. Cabinet reviewed and revised the agenda ([attached](#)) for the Board Study Session on Saturday, February 7th.
12. Mike shared the slides ([attached](#)) for his presentation on budget at the Board Study Session.
13. Mike shared the Board Study Session presentation ([attached](#)) to be made by Rod Carter of RBC Capital Markets on two alternative strategies for issuing bonds to yield the remaining \$135 million in capital funds authorized by Measure RR. Cabinet discussed the pros and cons of the two bond financing plans.
14. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Emergency Response Plan Implementation (Karen Saldana, 2/17)
 - b. International Student Initiative-Support and Services (Audrey, 2/17)
 - c. Classroom Utilization Project (Mike & Irene, 2/24)
 - d. Methods to Reduce Student Accounts Receivable Debt (Mike, 2/24)
 - e. Upgrade Radio Phone Communication System (**Mike, 2/10**)
 - f. Dual Enrollment Offerings at Local High Schools (**Irene & Audrey, 2/10**)
 - g. BP and AP 3700—Social Media (Yen, 2/17)
 - h. Analysis of new Faculty Hiring for late Spring 2015 (Irene, 2/17)