



**President's Cabinet
Action Notes
April 9, 2013**

Bill Scroggins, President/CEO
Virginia Burley, VP of Instruction
Audrey Yamagata-Noji, VP of Student Services
Mike Gregoryk, VP of Administrative Services

1. Cabinet reviewed the April edition of the Newsletter put out by Chancellor Brice Harris ([attached](#)). Of particular interest is the new system [Scorecard](#). The Scorecard reports on performance of students in two categories:
 - *College Prepared*: Student's lowest course attempted in Math and/or English was college level.
 - *Unprepared for College*: Student's lowest course attempted in Math and/or English was remedial level.
 - More detail about the definitions of terms is [available online](#).

Data is tracked for six years through 2011-12 for each of these two cohorts and for all students in several areas:

- *Persistence*: The percentage of degree and/or transfer-seeking students who enrolled in their first three consecutive terms.
- *30 Units*: The percentage of degree and/or transfer seeking students who achieved at least 30 units.
- *Completion*: The percentage of degree and/or transfer-seeking students who completed a degree, certificate or transfer related outcomes.
- *Remedial*: The percentage of credit students who started below transfer level in English, mathematics, and/or ESL and completed a college-level course in the same discipline.
- *Career Technical Education*: The percentage of students who completed several CTE courses in a single discipline and completed a degree, certificate or transferred.

	Persistence		30 Units		Completion		CTE		Remedial		
	MSAC	State	MSAC	State	MSAC	State	MSAC	State	Subject	MSAC	State
Prepared	73.1%	62.2%	79.5%	70.1%	75.9%	71.2%			Math	50.0%	37.0%
Unprepared	72.2%	67.3%	63.6%	65.1%	39.4%	41.1%			English	47.6%	38.1%
Overall	72.4%	65.8%	67.6%	66.4%	48.6%	49.2%	60.1%	55.0%	ESL	50.8%	23.6%

Note that Mt. SAC significantly exceeds all state averages except for completion by students who enter unprepared for college (and thus overall completion rate). [A printable version of the overall Mt. SAC Scorecard for the most recent cohort is attached](#). The report includes a demographic breakdown. From this attached table you will notice that the low completion rate for unprepared students is particularly evident among female students, older students, and those who are of Native American and Pacific Islander ethnicities. Interestingly, we do particularly well with unprepared African-American students (Mt. SAC: 42.4% completion; State: 35.0% completion). The online Scorecard includes data from previous cohorts going back to 2002-03. This data (below) shows that the completion rate for prepared students has steadily improved, the completion rate for unprepared students has steadily declined.

Six Year Completion Rates for Mt. SAC Students					
Initial Enrollment	2002-03	2003-04	2004-05	2005-06	06-2007
Prepared	71.3%	72.2%	73.6%	73.8%	75.9%
Unprepared	44.5%	45.7%	43.5%	41.4%	39.4%

2. Cabinet reviewed proposed staffing changes in the Library. [A summary is attached](#). Because these changes constitute a cost-neutral reallocation of existing budgeted resources, i.e., staff time, Cabinet agreed that the changes could be accomplished with the flexibility provided under the Status Quo Budget Review process.
3. Regarding Study Abroad, Cabinet reviewed and discussed the [“Teaching Afield and Abroad Proposal Packet – Winter 2014”](#) that faculty will complete when they propose a course to be taught as Study Abroad. Cabinet found the form to be quite comprehensive. As the title indicates, this form is intended for courses offered during the 2014 Winter Intersession. Here is the timeline for Study Abroad next Winter:
 - Tentative Winter Session Dates: January 6, 2014 – February 14, 2014
 - Program Proposal Due to Global Opportunities Office: January 14, 2013
 - Faculty Notified of Winter 2014 Program Proposal Acceptance: February 1, 2013
 - Mandatory Faculty Training: March 1, 2013 (tentative)
4. The Academic Senate is discussing recommendations to the President’s Advisory Council on the formation of a newly structured Accreditation Steering Committee. ([See the attachment from the Academic Senate agenda](#).) This standing committee has the full support of Cabinet, and we look forward to the recommendations of both the Academic Senate and the President’s Advisory Council.
5. Cabinet reviewed the Academic Senate discussion item on [“Removal of Course Repeatability.”](#) Cabinet agrees with the basic premise that faculty should be encouraged to take full advantage of the now-limited use of course repeatability under the revised Title V regulations. Ginny noted that the Chancellor’s Office intends to be quite strict in approving repeatability under the new regulations.
6. Cabinet reviewed the Academic Senate discussion item on [“Funding for Testing Services.”](#) We noted that while staffing is limited in the Learning Assistance Center for proctoring make-up exams, several options are still available to faculty. **Ginny will work with the Instruction Team to articulate the range of options available to faculty in need of giving make-up exams.** A related discussion ensued regarding limited space for DSPS students whose accommodation requires a modified testing environment. **Audrey will continue to explore options to meet the needs of DSPS students requiring such a modified testing environment.**
7. Cabinet established a preliminary calendar of Information Reports to the Board for 2013-14 ([attached](#)).
8. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Degree Works Phase 2: Auto-Award, etc. (Audrey, 5/7)
 - b. Employee Wellness Program (Karen Saldana, 5/14)
 - c. Employee Wellness Program State Advocacy (Karen Saldana, Jill Dolan, Bill Rawlings (5,14)
 - d. Study Abroad Future Plans (Ginny, 5/7)
 - e. Chamber of Commerce Training Partnership (Ginny & Donna, 5/21)
 - f. Emergency Response Communication System (Mike & Karen Saldana, 5/14)
 - g. AP and budget for substitutes for those on approved extended absences (Mike, 5/7)

- h. Possible Safety and Security Audit (Mike, 5/14)
- i. Employee Survey (Ginny, 4/23)
- j. Procedure for Temporary Special Projects Administrators (Ginny, **4/16**)
- k. Leadership Opportunities for Professional Development (Bill, 4/16)