



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* • Peter Parra, *Interim VP of Human Resources*



June 7, 2016

Cynthia Hoover sat in for Interim Vice President Peter Parra

Next Week's Meeting (June 14th) will consist of Agenda Review Only

There will be no meeting on June 21st

1. The Public Policy Institute of California has done a statewide survey on a number of issues including voters' opinion on the proposed November ballot initiative to extend Proposition 30 and its tax on high earners. (This ballot proposition was discussed in last week's Cabinet Notes.) The results ([attached](#)) show that 64% of adults surveyed favor the tax extension. Among likely voters the support drops slightly to 58%. This bodes well for this important source of state revenue which supports K-12 and community college districts. November 2016 will be a ballot crowded with initiatives. The summary ([attached](#)) indicates that seven proposals have already been certified (including the \$9 billion school bond), and ten are still collecting signatures to qualify for the ballot.
2. Cabinet was joined by Dave Wilson, Chief of Public Safety, to discuss our current AP 6750—Traffic and Parking Regulations ([link](#)) which states, "A parking permit is required to park in student and/or staff parking lots 24 hours a day, seven days a week." There is some interest in revisiting this standard for event parking. Chief Wilson will prepare Discussion Item for a future Board of Trustee meeting to provide information on current practices and to present and analyze possible alternatives for event parking. Cabinet discussed not charging for parking on Friday and Saturday evenings, issuing parking permits with the purchase of event tickets, and installing credit card permit machines capable of accepting an event code in lieu of payment.
3. Chief Wilson presented a summary ([attached](#)) of the recently completed Clery Act Assessment ([full report attached](#)). The assessment is designed to assist the college in complying with the Clery Act¹, Title IX², and the Violence Against Women Act (VAWA³). The report makes four recommendations.
 - Improvement in notifying and training Campus Security Authorities (CSAs).⁴
 - Training on VAWA: overview for College leadership, in-depth for administrators overseeing CSAs, and specific training for CSAs.
 - Creating a Clery Coordinator position and forming a Clery coordinating committee.
 - A clear policy for instances in which Timely Warnings and Emergency Notifications should be issued.

¹ The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act, signed in 1990, is a federal statute codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46. See this [link](#) for more information.

² Title IX of the Civil Rights Act of 1969 as amended in 1972 protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. See this [link](#) for more information.

³ VAWA, among other actions, amended and extended compliance requirements of the Clery Act as summarized in the "Dear Colleague" letter of July 22, 2015 ([link](#)).

⁴ Campus Security Authorities are defined on page 74 of the U.S. Education Department's 2011 "Handbook for Campus Safety and Security Reporting" ([attached](#)). Briefly, there are four categories: 1) campus police or security, 2) any person with related duties like parking enforcement or evening safety escorts, 3) persons identified by the College as those to whom an employee or student would report criminal offences, and 4) a college official with significant responsibilities for campus activities such as student discipline where "official" means that the person has the authority to act on such matters as part of their job duties.

4. Cabinet discussed the current legal requirements of the federal Family Medical Rights Act (FMLA) and the California Family Rights Act (CFRA). See the [attached](#) for a summary from our legal counsel along with fact sheets on FMLA and CFRA. Human Resources will update forms, instructions, and training to improve our implementation of FMLA and CFRA.
5. Bill and Irene reported on attending a meeting at Claremont Graduate University of a newly formed group entitled the Pomona Regional Learning Collaborative. Attached are the [meeting agenda](#) and a [partners list](#). The meeting topic was “Re-Envisioning Student Capacity for College and Career Success.” Presentations and discussion centered around improving the academic preparation and success of Pre-K through High School students at Pomona Unified School District. CGU in particular along with neighboring colleges and universities, community groups, and philanthropic organizations were present and contributed their thoughts and experiences in conducting such an endeavor. While there were no specific outcomes, those present expressed a willingness to continue to meet both to develop specific projects and to develop an overall strategy. For those of us with experience working with PUSD on student success, this effort appeared to be more broadly based but, again, loosely organized.
6. Cabinet was joined by Gary Nellesen, Director of Facilities and Facility Planning and two members of his project management team: Carol Minning and Gary Gidcumb. The team provided Cabinet with the quarterly update ([attached](#)) of the status of active construction and scheduled maintenance projects. Cabinet asked questions, provided input, and suggested priorities for the work.
7. Cabinet reviewed the revised AP 7365—Discipline and Dismissal-Classified Employees ([attached](#)) and deemed it ready for presentation to PAC.
8. Cynthia shared the latest update ([attached](#)) of hiring underway for vacant positions and for new hires ([attached](#)) approved today in Cabinet.
9. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Dual Enrollment Offerings at Local High Schools (Irene & Audrey, 8/2)
 - b. Text messaging (**Mike, Yen & Vic, 6/28**)
 - c. Next Steps on the Foothill Transit Center (**Mike, 6/28**)
 - d. Student Holds: Establishing, Communicating, Clearing (Joumana, 7/19)
 - e. Update on Classroom Technology Standards (Mike, Vic, Bill Eastham, 7/26)
10. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Implementation (Melonee Cruse, 8/16)
 - b. Classroom Utilization Project (Bill, Irene, Joumana, Mika, 7/12)
 - c. Faculty Position Control Report (Irene, 8/16)
 - d. Timely Employee Evaluations & Quarterly Cabinet Review (All, 8/16)
 - e. Construction Project/Scheduled Maintenance Quarterly Report (Mike & Gary, 9/13)
 - f. IT Projects Quarterly Report (Mike & Vic, 8/16)
 - g. Grants Quarterly Update (**Irene & Adrienne, 6/28**)
 - h. Expansion of Work Experience (**Irene & Audrey, 6/28**)