



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*



July 26, 2016

There will be no Cabinet meeting on August 2nd

1. Cabinet was joined by Bill Eastham, Director of Technical Services; Vic Belinski, Chief Information Officer; and Chris Rodriguez, Presentation Services. The group shared a new draft set of Campus AV Standards ([attached](#)). This college initiative seeks to establish a standard package of audio-visual equipment to be installed in lecture classrooms and conference rooms. This user-friendly system will allow instructors and others presenting multi-media material to have a consistent, reliable, versatile, and complete package of equipment, including connections, projector, motorized screen, and lectern, to be able to step into any instructional venue on campus and be fully prepared to deliver a complete range of educational presentation material. The total package for a newly constructed lecture classroom would have a price tag of just under \$34,000. The renovation set would be around \$30,000. Some conversations will be piloted this year with existing funds with the major support being planned for a local facilities bond in 2018.
2. As mentioned in previous Cabinet Notes, an initiative is on the November ballot which would continue the tax on high earners (2012's Prop 30 which expires soon). The proposal has been given a number: Proposition 55 ([attached](#)) which we hope is successful. These tax revenues would continue to be earmarked for K-14 education plus now would include health care funding.
3. Cabinet discussed a projection ([attached](#)) of future state funding for community colleges extending out to 2019-20. COLA is forecasted to rise above 2% in a year or two. The growth bubble that has been stoking expanded funds for FTES is expected to play itself out by the end of 2016-17. Beyond that time period, community college funding is expected to slow to an annual rate of no more than 2% or so. This means that Mt. SAC will have a sense of urgency to expand course offerings now before the period of stagnation hits.
4. Cabinet prioritized requests for additional one-time funding for 2016-17. ([See attached list.](#))
Allocated funding by team is:
 - Administrative Services: \$851,435
 - Human Resources: \$100,000
 - Instructional Services: \$424,634
 - President's Office Projects: \$1,181,000
 - Student Services: \$307,905
5. Audrey shared the revised draft ([attached](#)) of expenditures proposed for the unexpected reallocation of unspent state Student Equity funds. The tentative proposal will be shared with our Student Preparation & Success Committee for their input before being finalized.

6. Cabinet reviewed a draft of the topics ([attached](#)) for the Convocation Day Faculty Opening Meeting. Two award presentations will be moved to a special presentation to the Board of Trustees: Teaching/Innovation and VOICES College Champions. Hot topics will be Accreditation, Educational & Facilities Master Planning, and the Guided Pathways Project.
7. A series of Town Hall Meetings is planned for 2016-17 to discuss the reorganization of Public Safety to a POST Certified Police Department ([link](#)) as well as considering changes to the board policy on use of force. All Town Hall Meetings will be held at both 10:00 a.m. and 3:00 p.m. in the Clarke Theater on the following days and with the following topics:
 - Thursday, September 29, 2016 Introduction of issues and solicitation of input and questions
 - Tuesday, November 22, 2016 Analysis and discussion of issues and questions raised
 - Thursday, March 16, 2017 Review of proposed reorganization and of the use-of-force policy
8. Last year's Senate Bill 415 ([attached](#)) would have the result of Mt. SAC's Board elections moving to even numbered years. The implications are summarized in the [attached memo](#).
9. Bill shared a presentation ([attached](#)) to the recent meeting of the San Gabriel Valley Civic Alliance ([link](#)). The topic was challenges to education inflicted by the Great Recession and the opportunities that Mt. SAC was able to realize during the economic recovery since 2014.
10. Peter presented an update ([attached](#)) on active searches for vacant positions as well as a list ([attached](#)) of approved positions to be filled.
11. Items for future agendas (items for the **next** Cabinet meeting are shown in **BOLD**):
 - a. Dual Enrollment Offerings at Local High Schools (**Irene & Audrey, 8/9**)
 - b. Text messaging (Yen & Vic, 8/30)
 - c. Next Steps on the Foothill Transit Center (Mike, 9/6)
 - d. Student Holds: Establishing, Communicating, Clearing (Joumana, 8/16)
 - e. Update on Classroom Technology Standards (Mike, Vic, Bill Eastham, 10/11)
 - f. AP 6750—Traffic and Parking Regulations (**Mike & Dave Wilson, 8/9**)
 - g. BP and AP on Loss of BOG Fee Waiver (Audrey, 9/13)
 - h. More Ideas for Innovation and Excellence Marketing (All, 8/16)
 - i. Implementing BP 6530 Closed-Circuit Television Surveillance Systems (Dave, Vic, Bill, 8/30)
 - j. RFP for Consulting on Web Design and Social Media Marketing (**Yen & Eric, 8/9**)
 - k. New Campus Scheduling System (Bill Eastham, 8/16)
12. Quarterly Reports to Cabinet
 - a. Emergency Response Plan Implementation (Melonee Cruse, 8/16)
 - b. Classroom Utilization Project (Joumana & Mika, 10/25)
 - 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, 9/6)
 - f. IT Projects Quarterly Report (Mike & Vic, 9/13)
 - g. Grants Quarterly Update (Irene & Adrienne, 9/27)
 - h. Expansion of Work Experience (Irene & Audrey, 9/6)