San Diego College of Continuing Education

César E. Chávez Campus Room 303, 1901 Main St, San Diego, CA 92113 | In-Person

Aparicio Oscar, Austria Nicole, Black-Tucker Diana, Bromma John, Caruana Sean, Claar Elissa, Davies Saladin, Gholson Richard, Gilboy Tara, Gonzalez Carolina, Greenberg Ingrid, Grossini-Concha Carla, Jimenez Eduardo, Lachenmayr Kirsten, Lollis Kristen, Major Steve, McGavock Carolyn, Metz-Matthews Kelly, Parker Kenny, Peterson Jessica, Pierson Shirley, Pyle Bob, Salerno Kim, Schauder Michelle, Scanland Elizabeth, Serrano Juan, Surwilo Stacy, Traganza Anagit, Tornsaufer Claudia, Vera-Alba Diana, Varnado-Swall Jessica, Weinroth Richard, Wilkins Becky, Willis Ryane, William Olmstead.

Remote participants: Mid-City, Room 127 & 210, CE Mesa Room 106, CE Mesa Room 101 F, CE Miramar A117, WCC room 123A, NCC Room 210,

Zoom Link available by request a minimum of 72 hours prior to meeting: email Senate Secretary

Called to Order

1. Land Acknowledgment Statement | Alvarado – Read by Surwilo
2. Approval of Agenda | All The agenda was reviewed and approved. 1st Diana and 2nd McGavock
3. Approval of Nov. 19, 2024 AS General Meeting Minutes | Corrections were made to the Minutes and approved by the body. 1st Ingrid Greenberg and 2nd John Bromma
4. Action Items
   a. CVC POCR Resolution-2nd Reading| Noncredit Inclusion in California Virtual Campus/ Online Education Initiative |Greenberg

      Discussion Summary

      The body recommended that the two actions for the initiative be compressed into one and that a discussion with North Orange be initiated, as no prior discussions have taken place between either institutions.

      The two original actions were:

      1. Advocating for the inclusion of noncredit community college courses from San Diego College of Continuing Education (SDCCE) and North Orange Continuing Education (NOCE) in the California Virtual College Exchange (CVC.edu) to provide students statewide with access to these courses.
      2. Advocating for the creation of a new webpage or website dedicated to noncredit community college course offerings, including SDCCE and NOCE, within the CVC-OEI system to further increase student access to noncredit courses statewide.

      After further discussion, a motion was made:

Motion: *To compress the two actions into one and remove North Orange entirely from the proposal.*
Motion approved: The motion was moved by 1st Ingrid Greenberg and 2nd John Bromma. Passed

b. [Travel Request Protocol Update](#) | Surwilo
   Discussion Summary-
   A new guideline was developed and presented to the body regarding the updated travel fund policy. The revised policy aims to maximize professional development opportunities while ensuring equity and financial sustainability. Key updates include funding caps, eligibility limits, and a streamlined approval process to manage resources effectively, especially given the depletion of sabbatical-derived funds.
   The body recommended reducing the funding cap from $7,200 per conference up to $1,800 per individual to allow more participants to benefit, rather than limiting funding to only seven individuals per semester. This adjustment aims to make the process more equitable for all. The senate body understands that the senate funds may not be sufficient to fund every faculty member's request to travel or participate in conferences.
   Motion: A maximum of one approved event per faculty member per semester up to $1,800. Reduce the funding cap from $10,000 to $7,200 per conference. Motion approved.

5. Informational Items & Reports
   a. Administrative 5 for VPSS office: Screening Committee: Faculty representative needed |Varnado-Swall
      Varnado-Swall noted that a faculty representative is needed
   b. Tenure Promotion Review Committee (TPRC): Faculty representatives from all disciplines ([Program Chair or designee](#)) | Weinroth
      Weinroth emphasized the importance of faculty representatives from all disciplines participating.
   c. Professional Advancement Committee (PAC) Faculty representatives from all disciplines (Program Chair or designee) | Weinroth
      Weinroth called for faculty members from all disciplines to join the committee.
   d. Committee Faculty Appointments Process [AP 4200.1](#)| Weinroth
      Weinroth outlined the faculty appointment process and emphasized Senate involvement.
   e. Manager Screening Committee Composition [AP 4200.6](#) [Proposed Revision](#) Update | Weinroth
      Weinroth reported that he had brought the Senate's proposal to revise the manager screening process to ensure greater faculty involvement to DGC.

f. CBA language: Adjunct faculty compensation service on participatory committees | Weinroth
    Weinroth addressed the need for clear processes and compensation for adjuncts serving on committees. Richard will report back how other colleges handle this issue.
g. Challenges and opportunities for the Tutorial & Learning Center | Lollis
h. Two 11-month faculty positions COVID Recovery Block Grant funds | Weinroth
    i.   1.0 non-tenure track counselor: Justice Impacted Counselor
    ii. 1.0 non-tenure track counselor: Veterans Counselor

    Discussion Summary
    Several questions arose regarding the two newly created positions:

    1. Evaluation: How will these faculty members be evaluated?
    2. Program Inclusion: What program will these faculty members report to?
    3. Funding Continuance: If positions are deemed necessary beyond one year what is the strategy for continuing these positions?
    4. Necessity: What is the scope of need for a VA counselor at SDCCE?
    5. Scope of Work: Will these counselors be available to assist outside their designated program, including supporting other counselors such as those in the Affinity Program?
    6. Funding Restrictions: How are these positions at the 3 credit colleges funded and are there similar restrictions, given that CE is mirroring their model?

    The body raised concern that their voice was not included in the determination of these positions as outlined in the Faculty Priority Hiring Committee (FPHC) processes.

i. ASCCC OER Liaison |Diana Vera-Alba | December Report
j. Professional Development Committee |Grossini-Concha
k. Technology Committee| Greenberg (Items continued to January 2025 meeting)
    i.   Tech Bar Services | Tech Bar Statistics and potential expansion to additional campuses. | Weinroth / Greenberg
    ii. Newsweek: America's Top Online Learning Providers 2025| Newsweek (2024, Nov)
    iii. Advocacy for Statewide HyFlex Definition| CVC Consortium & CCC DECO Joint Meeting Aligning statewide HyFlex definitions with SDCCD standards.

      l.   AFT Updates: [Newsletter](#), [LAO Report](#), & Elimination of the windfall exclusion Act. Proposed Classified Contract| Bromma

     m. AS Constitution Committee | Surwilo

     n. Diversity, Equity, Inclusion, Antiracism, & Accessibility (DEIAA) Committee| Alvarado

     o. SLO Committee | Foster | [December Report](#)

     p. Distance Education l Varnado-Swall

6. AS Executive Committee Reports
   a. Curriculum Chair | Gholson
   b. Secretary | Aparicio
   c. Treasurer | Surwilo
   d. Chair of Program Chairs | McGavock
   e. Vice President | Varnado-Swall
   f. President | Weinroth

7. Round Table

8. Upcoming Dates:
   a. Academic Senate General Meeting [Dates](#)
   b. SDCCE Academic 2024-2025 [Calendar](#)
   c. SDCCE Master [Calendar](#)
   d. SDCCE Important Dates 23-24 [Calendar](#)
   e. SDCCD Board of Trustees Meeting [Calendar](#)

9. Motion to Adjourn – 1st K. Parker and 2nd I. Greenberg at 5:00

To submit an agenda item, please email the agenda item with all necessary documents to both AS President Richard Weinroth rweinroth@sdccd.edu and AS Secretary Oscar Aparicio oaparicio@sdccd.edu at least one week prior to the next SDCCE Academic Senate Meeting.

Academic Senate Priorities

1. **Enhance Communication**
   Foster stronger collaboration between the Academic Senate, SDCCE Administration, and Classified Professionals by implementing transparent, consistent, and accessible communication processes.

2. **Amplify Faculty Representation**
   Strengthen faculty voice and influence within college and district participatory governance structures to ensure diverse perspectives are heard and valued.

3. **Increase Faculty Engagement**
   Actively encourage and support faculty participation in all participatory committees and decision-making processes to promote shared governance and accountability.

4. **Ensure Constitutional Relevance**
   Conduct regular reviews of the Academic Senate Constitution to ensure it reflects current practices, priorities, and the evolving needs of faculty and the institution.

Resource links
- Academic Senate Travel and Conference Forms & District Travel Resources
- Academic Senate Committe Report Template
- SDCCE About Us & Land Acknowledgement SDCCE Statement
- SDCCE Shared Governance Handbook
- Committees List and Membership Directory
- November 2021 CE Academic Senate Constitution
- July 2022 – July 2029 SDCCE Strategic Plan
- CE Re-branding Resources, Zoom backgrounds, and Email Signature (Communications and Creative Services) Webpage
- Faculty Association of California Community Colleges (FACC) View and Track Legislation
- The Past, Present, and Future of Noncredit Education in California Report (2016)

Academic and Professional Matters (10+1):*

1. Curriculum, including establishing prerequisites.	6. College governance structures, as related to faculty roles.
2. Degree and certificate requirements.	7. Faculty roles and involvement in accreditation processes.
3. Grading policies.	8. Policies for faculty professional development activities.
4. Educational program development.	9. Processes for program review.
5. Standards or policies regarding student preparation and success.	10. Processes for institutional planning and budget development.

11. Other academic and professional matters as mutually agreed upon.

(*) SDCCD Board of Trustees Policy AP 2510 ~ The Board shall rely primarily on advice of the Academic Senate as the representative of the faculty body on matters 2-7 & 10, and reach mutual agreement on matters 1, 8, 9, and 11.

Academic Senate Executive Committee:
Richard Weinroth President \ Jessica Varnado-Swall Vice President \ Carolyn McGavock Chair of Chairs \ Richard Gholson Curriculum Chair \ Stacy Surwilo Treasurer \ Oscar Aparicio Secretary

Acronyms: AFT = American Federation of Teachers; APC = Assistance Program Chair; AS = Academic Senate; CE or SDCCE = San Diego College of Continuing Education; DE = Distance Education; DGC = District Governance Council; EGC = Executive Governance Council; EXEC = Academic Senate Executive Committee; M/S/P = Motioned, Seconded, and Passed; PC = Program Chair; SDCCD = San Diego Community College District; VP = Vice President