SAN DIEGO
CONTINUING
EDUCATION

Attendees: Ann Marie Holzknecht*, Antoinette Griffin-Brown*, Audrey Nasoff*, Carolyn McGavock, Caron Lieber*, Cat Prindle*, Charlene Schade, Claudia Tornsaufer*, Corinne Layton*, David Holden, Donna Namdar*, Elissa Claar*, Ellen Zelniker, Joan McKenna, John Bromma*, Kim Salerno*, Laurie Cozzolino, Linda Osborn, Lisa Carulli, Maria Reyes*, Marne Foster, Matthew Rivaldi*, Maureen Rubalcaba, Mozhdeh Fadavizad, Olivia Flores, Rachel Rose, Richard Weinroth*, Rosa Castillo*, Sean Caruana*, Shirley Pierson, Stacy Surwilo*, Ted Kagan.   *Indicates voting member.

Meeting was called to order at 3:02PM
Motion to reorder agenda with item #11 moved to the first item. Agenda approved unanimously.

1. Sept 2017 minutes CE AS General Meeting Minutes
   - Motion to approve A. Griffin-Brown. Seconded L. Cozzolino. Accepted unanimously.
2. Executive Senate Reports:
   - Treasurer | Caron Lieber: Update on sabbatical funds.
   - Secretary |Matthew Rivaldi: No report
   - Chair of Program Chairs |John Bromma: Preparing for program review. Training tomorrow.
   - Curriculum Chair | Donna Namdar: No report
   - Vice President | Antoinette Griffin: Next Tuesday 10/24/2017 SDCCD Board of Trustees (BOT) meeting at City College. Campus Presentation 4-5pm followed by BOT meeting all invited.
   - President | Richard Weinroth: San Diego Promise Event tomorrow at Mesa. Richard will attend.
3. Senate Attendance Policy (Article 5. Sec. 3): To encourage voting representation, A.S. Secretary to email PCs when both A.S. Voting delegate or designated alternate misses senate meeting –Weinroth
4. Senate Sign in (Oct, 2017)–Weinroth
   - Updated senate sign in sheet to identify all members as adjunct or contract for statewide A.S. reporting and equity purposes.
   - Encouraged campus Faculty Councils to designate senate voting representatives.
   - ACTION: Investigate and report back if Faculty Councils are required on each campus (RW).
5. Reassign Academic Senate President Resolution and Senate Resolution –Weinroth
   - R. Weinroth presented two resolutions to A.S.
   - Two resolutions after review and approval by all four SDCCD A.S. will move to AFT.
   - Motion to approve both resolutions: A. Griffin-Brown. Seconded by C. Lieber. Passed unanimously
6. AFT Report–Holzknecht: Next AFT meeting is 11/2 at Mesa College. Taskforce team started for CBA negotiations. A.S. recognized the work of A.M. Holzknecht and M. Foster.
7. Committee List membership and openings Update –Griffin
   - Most committees have met or are expected to have met by Nov. A.S. meeting.
   - Constitution committee needs at least four members to continue.
   - ACTION: Send out committee member list to committee chairs (AG)
8. Inadequate IT Support for CE Programs –McGavock
   - McGavock reported that President Cortez stated IT staffing decisions are made by the district not the campus. McGavock noted some equipment and software is outdated or out of warrantee and unable to handle normal tasks. Additionally, the lack of appropriate IT support is

both a safety and instutional issue which effects student instruction and negatively impacts student enrollment.

- Discussion: 1) Suggest increased number of IT support staff or hours. 2) Vary responsibilities so the same individual is not managing IT and maintaining the equipment such as copy machines. 3) Suggestion departments attend Technology Committee to ensure campus wide representation.
- ACTION: Request at EGC and then DGC increased SDCE campus IT support
- Motion by J. Bromma Seconded by C. Lieber Passed unanimously.
- ACTION: R. Weinroth to speak with the A.S. presidents of the three credit SDCCD campuses to determine if IT staffing is a district issue prior to bringing to DGC (RW)

9. Zero Textbook Cost (ZTC) Implementation Phase 2 - Grant Overview Update –Rivaldi
10. IEPI CE Visit Nov 6 Schedule–Bromma
11. BSI SE SSSP Integrated 2017-2019 Plan–Rubalcaba
    - Version October 17, 2017 was shared and reviewed with the A.S. November 9 due date.
    - Motion to Accept by J. Bromma, Seconded by L. Osborn. Passed unanimously.
12. Development AS Website –Weinroth
    - ACTION: Stacy Surwilo to send comments on the website to Matthew Rivaldi and Richard Weinroth
    - ACTION: Richard Weinroth to schedule website meeting.
13. DACA Students SDCCD Workshops–Weinroth
14. Important Meeting Dates Calendar AS, EGC, DGC, SDCE
15. Announcements:
    - Marne Foster: SLO/Program review announcement.
    - Laurie Cozzolino: Senate and AFT Co-sponsoring author Reyna Grande 3pm Monday 11/6/2017.
    - Claudia Tornsaufer: NC Campus. SDCCD DE Learning and Teaching Summit. 11/27 8:30–3:30pm
    - Rachel Rose: AEBG Report will be on next mtg.
    - Antoinette Griffin-Brown: Please notify Senate if committee meetings times or dates change.

Motion to dismiss: Caron Lieber. Seconded by J. McKenna. Passed unanimously. Dismissed at 4:35PM.

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