

**SAN DIEGO CONTINUING EDUCATION
EXECUTIVE GOVERNANCE COUNCIL**

San Diego Continuing Education Commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit of lifelong learning, training, career advancement and pathways to college.

October 12, 2022

2:30 PM

Via Zoom

Tina M. King, Chair

Call to Order: 2:38 p.m.

Members Present:

1. Tina M. King, President
2. Michelle Fischthal, Vice President Instructional Services
3. Jacqueline Sabanos, Vice President Administrative Services
4. Laurie Coskey, Executive Director, SDCCE Foundation
5. John Bromma, President, Academic Senate
6. Diana Vera-Alba, Vice President, Academic Senate
7. Rachel Rose, Chair of Chairs, Academic Senate
8. Jessica Varnado-Swall, Secretary, Academic Senate
9. Neill Kovrig, President, Classified Senate
10. Esther Anthony-Thomas, Vice President, Classified Senate
11. Mitza Lindsey, Secretary Treasurer, Classified Senate
12. Danielle Ninness, Member-at-Large, Classified Senate
13. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
14. Vinzent Balaoing; ASB/Student Representative

Members Absent: Deborah Roth, Treasurer, Academic Senate; Shakerra Carter, Vice President Student Services

Guests:

Approval of Minutes

Approved, N. Kovrig; Second D. Ninness

Presentations

- No Presentations

President's Update

President's update by Tina M. King, President

- Fall Enrollment Summary - Shared the Enrollment Summary document with the committee, which shows that our headcount, FTEF counts are rising.
- AP 3721 (email and digital communications) the use of emailing via the DL, will be brought forward for approval. Bromma asked if the administration could be mindful on the wording regarding the use of the DL for mass emails and identifying and delegating the authorized users.
- Dr. King shared the Cabinet COVID-19 Report with the committee. Numbers are down but will assess after the holidays to see if there is a spike in numbers. While masks are still required indoors, the district will consider removing the mandate if the numbers in spring are still low.
- AP 3560 Alcoholic Beverages, limits the sale of alcohol to certain events, allowing outside vendors to sale alcoholic beverages.
- Dr. King shared the Vacant Position Cost Saving Analysis explaining why these positions are still frozen.

- Exploring dual enrollment offering noncredit.
- King shared that the President's Office will be hosting the kick off of the NCAL Initiative to partner with the presidents.
- PIO update – Anabell Pulido has accepted the position and will start on October 31st.
- Recruitments – Ongoing recruitments for the Dean of DSPS, and Associate Dean position and the Mental Health Coordinator

Academic Senate Update

Academic Senate update by John Bromma, Academic Senate President

- John Bromma reported that the committee will meet next week.
- The DEI committee has requested to be part of a shared governance committee. President King shared that the College will be developing a formal process for governance committees.

Classified Senate Update

Classified Senate update by Neill Kovrig, Classified Senate President

- The committee is meeting regularly.
- Esther Anthony-Thomas briefly reported on her trip to Ghana for the A2mend summit. She is looking forward to sharing out collectively with everyone who traveled.
- The AFT Mentor/Mentee panel is meeting tomorrow.

Student Report

Student Report update by Vinzent Balaoing, Student Representative

- Students are inquiring about the possibility of food trucks being available to students.
- Students are getting use to the Hyflex modalities and everything seems as though they are getting back to normal.

ASB

ASB Update by Vinzent Balaoing, Student Representative

- The ASB boards at each of the campuses are being updated by students.
- They are still meeting virtually on Fridays.

Reopening Taskforce

Reopening update by Jacqueline Sabanos, Vice President Administrative Services

- FAQs are on the website.
- In the process of scheduling the next meeting

Board of Trustees

BOT update by Jacqueline Sabanos, Vice President Administrative Services

- No agenda items went to the Board

Budget Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- No updates

Safety and Facilities Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Earthquake & Fire Drills will be happening next week.
- Alice & CCert trainings will be coming soon.
- Discussed the upgrade of the student lounge, vending options and the outdoor patio.
- Sand boxes for Child Development at all the campuses will be replaced as soon as the covers come in. Estimated in about 6-8 weeks.

- President King stated that the carpets in the foyer down to headquarters will be replaced and paid for by the district.

Technology Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Faculty copiers are installed in the workrooms.
- ACI Wireless is working throughout the campus.
- IT is updating all the employee workstation computers.
- October is IT Security Awareness month.

Professional Development Committee

Update by President Tina M. King

- PD Coordinator has been identified, announcement to go out soon

Accreditation

Update by Michelle Fischthal, Vice President, Instructional Services

- We had our first kickoff meeting on Monday.
- Reminded everyone that as we report out, we are celebrating our work and this is not a punitive process.

Enrollment Management/Instructional Services

Update by Michelle Fischthal, Vice President, Instructional Services

- Highlighting that there is an increase in the FTE Faculty teaching hours, we haven't had to use our allocation in the past few years.
- The spring schedule production is happening now and they are still building classes.
- There is an opportunity to receive monies for zero textbooks.
- Faculty Appreciation will be on April 28th.

Access, Retention, and Completion Committee

Update by Michelle Fischthal, Vice President, Instructional Services

- No update, they are moving forward with task force meetings.

Student Services Updates

Update by Shakerra Carter, Vice President, Student Services (Absent)

- No updates

SDCCE Foundation

Update by Laurie Coskey, Executive Director, SDCCE Foundation

- Received monies to help fund Dia de Los Muertos, Black History Month and American Asian Pacific Islander month. ARP will help with the building of altars at Dia de Los Muertos event.
- Confirmed funding of the upgrade for Netlabs, Emeritus, Resource, and the Book written for ECC. Sam Kulani is working on archived photos and items for this. They are currently looking for someone to edit and print the book.
- Coretta Scott King event is confirmed for June 2023.

Action Items:

- Committee voted and agreed to have Dean Luedtke added as a guest as needed.

Round Table:

None

Meeting Adjourned: 3:52 p.m.