

**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 26, 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. Mark Nesbitt for Jacqueline Sabanos, Vice President Administrative Services
4. Shakerra Carter, Vice President Student Services
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. Esther Anthony-Thomas, Vice President, Classified Senate
10. Mitza Lindsey, Secretary Treasurer, Classified Senate
11. Danielle Ninness, Member-at-Large, Classified Senate

12. **Members Absent:** Deborah Roth, Treasurer, Academic Senate; Vinzent Balaoing, Student Representative/ASB; Laurie Coskey, Executive Director, Foundation, Neill Kovrig, President, Classified Senate; Andrei Lucas, Dean, Automotive, Skilled and Technical Trades;

**Guests:** Leah Gualtieri, Ingrid Greenberg, Jessica Luedtke

**Approval of Minutes**

Approved, R. Rose; Second M. Lindsey

**Presentations**

- Digital Divide in San Diego from the Distance Education Committee – **PowerPoint placed in the electronic resource folder.**

**President's Update**

President's update by Tina M. King, President

- President King is meeting with VC Smith on the Administrative Services Reorganization:
  - Events Operations Supervisor to the Director of Facilities and Operations
  - Accounting Supervisor to Director of Administrative Services
- AP 3721 had its 2<sup>nd</sup> read on October 19<sup>th</sup> and has been approved. Starting January 2023, the district listserv will have limited access. The presidents at each college will create a process that will designate and identify individuals from each department. President King will vet the process through EGC. The goal from President King is to make sure that not one position or department is taxed with the new approval of DL processes.
- The Co-dean Model is in process. An email was sent out by VP Sabanos notifying the college of the moves. There will be no faculty relocating to campuses. There are 6 deans relocating and 9 classified professionals that are being notified per the CBA.

### **Academic Senate Update**

Academic Senate update by John Bromma, Academic Senate President

- The Academic Senate shared a resolution.
- Update from President Bromma regarding the recent senate meeting. They covered many items, and they passed the resolution on Distance Education
- Introduced Leah Gualtieri and Ingrid Greenberg who shared a presentation on the Digital Divide in San Diego.

### **Classified Senate Update**

Classified Senate update by Neill Kovrig, Classified Senate President (absent)

- No update

### **Student Report**

Student Report update by President King for Vinzent Balaoing, Student Representative (absent)

- Students are excited about the student lounge
- They are very happy about attending classes

### **ASB**

ASB Update by President King for Vinzent Balaoing, Student Representative (absent)

- They are posting information on all social media platforms

### **Reopening Taskforce**

Reopening update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services (absent)

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

### **Board of Trustees**

BOT update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- Informational item about the 2 Subaru donations that the automotive department received

### **Budget Committee**

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- Next meeting is on Nov. 7<sup>th</sup> at 1:00pm

### **Safety and Facilities Committee**

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- The annual meeting is on Dec. 8<sup>th</sup>
- Working on the Emergency Notification system; IT is working on this via PeopleSoft
- Need to remind everyone to update their cell phone number in PeopleSoft

### **Technology Committee**

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- The next meeting is on November 17<sup>th</sup>.
- October is IT Security Awareness month
- The wireless upgrade at all campuses is ongoing
- Still in the process of deploying computers to employees

### **Accreditation**

Update by Dean, Jessica Luedtke

- WASC (Western Association of Schools and Colleges) training has been rescheduled due to technical difficulties to next Tuesday.
- 1<sup>st</sup> Steering committee has met and the overview of everything is in SharePoint – Chapter 1.

- 2<sup>nd</sup> week of November, they will review Chapter 2

### **Professional Development Committee**

Update by Dean, Jessica Luedtke

- PD Onboarding – Carla Grosini-Concha started on Monday and Mindy Sloan is transitioning to focus on general PD.
- PD Committee reports to Dean Luedtke, and they are working on developing a Faculty Teaching and Learning Center and a strategic plan for Professional Development.
- Resource Allocation 2022-2023 documents will be available soon.
- Program Review for Instruction is due this week, and the Administration Program Review is due next week.

### **Enrollment Management/Instructional Services**

Update by Michelle Fischthal, Vice President, Instructional Services

- Maintained the fill rate
- 9-week classes start next week
- Using social media as a marketing tool
- We have received Emergency State funding for students, and a \$500 grant will be available for eligible students
- Still in need of adjunct instructors

### **Access, Retention, and Completion Committee**

Update by Michelle Fischthal, Vice President, Instructional Services

- Next meeting is in a couple of weeks the taskforces are moving to a committee structure

### **Student Services Updates**

Update by Shakerra Carter, Vice President, Student Services

- Developing the Student Equity Plan for 2022-2025
- Onboarding Process is in the works:
  - CCCApply has been identified as the new application platform
  - Process
  - Marketing
  - Training of staff

### **SDCCE Foundation**

Update by Laurie Coskey, Executive Director, SDCCE Foundation (absent)

- No updates

### **Action Items:**

- None

### **Round Table:**

Ingrid Greenberg shared that she received a token from the district which helps with the 2 factor Authentication for Microsoft

Dr. King shared that the PIO starts on Monday.

Meeting Adjourned: 4:02 p.m.