

SAN DIEGO CONTINUING EDUCATION - FINAL
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.

January 11, 2023
2:30 PM - 4:00 PM
Via Zoom
Tina M. King, Chair

Call to Order: 2:35 p.m.

Members Present:

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

14. **Members Absent:** Diana Vera-Alba, Vice President, Academic Senate; Neill Kovrig, President, Classified Senate

Guests: Jessica Luedtke, Anabel Pulido, Peter Maharaj

Approval of Minutes

Minutes were approved with minor edits.

Presentations

Multi-Factor Authentication (MFA) and District email for students – Dr. Peter Maharaj

- Per John Bromma, Faculty concerns – what are the tools that they have to assist students
- Underlying issue is that our student population is less resourceful the student attending the credit colleges
- Per Peter – They have had a minimum number of requests from students for help (less than 10)
- Availability for assistance from 7am –10pm for the help desk
- Cheat sheet has been placed in all the classrooms for easy access for assistance
- 1000 token devices have been ordered to assist with MFA
- Per Rachel Rose, prior to the rollout could we give a set of directions to students prior to any issues arising? How to use from a smart phone, iPhone, etc. Printed in different languages. VP Carter will assist in creating a “job aide” to help the students visualize the process.

- There is no hard deadline for students using a district email. They will all be issued a district email; they can still choose to use their personal email.
- AP 3721-what happens with the existing DL?– DL's will not be eliminated; they are requesting new DL's to accommodate the proper use of the lists. Will the district offer training for the authorized users who will be using the DL's? Allowable items and process.

President's Update

President's update by Tina M. King, President

- Enrollment for fall stands at 26,635 (16% greater than this time last year), with a fill rate of 75%, which is greater than last fall (67%). an increase of 29% compared to this time last fall (10,894). FTEF scheduled for the fall semester are 9% higher than last fall (172.86 to 158.13).
- 14,043 headcount which has doubled since July
- M.F. reported Numbers have increased and are still rising. Excited that we will have more data to compare from fall.
- MLK Parade – Sunday, January 15, 2023; Thank you to all the faculty who have helped create our float. We are entering our float separately, while the other 3 colleges and the district will have a float.
- Institutional Day, January 30th and 31st. There will be breakout sessions.
- AP 3721 is in draft form and has been vetted to all the constituents for approval. This will be reviewed on a yearly basis. The authorized users will be established by position, not by name.
- Congratulations to VC Fischthal! Her last day at SDCCE is on Friday, January 20th Interim VPI will be selected for a 1-year term.
- WASC has changed their process for accreditation. Moving forward there has been discussion on a new alignment to the PRIE department to create an Associate Dean position for the Research department. This will be a restricted position using CAEP funding. This will be brought forward to the Board for approval.

Academic Senate Update

Academic Senate update by John Bromma, Academic Senate President

- They have not met this year; but will meet next week. they will go live in person in March
- Starting the election cycle for Academic Senate: Positions are for Treasurer, VP and President
- Concerns on the hiring process from the district. They are asking for an advocate to help with the process. Dr. King will work with the district and will review the process with the first-round structure. VP Sabanos is working on this process now.
- Rachel Rose is opening up their meetings to learn more on the Strategic Plan for Technology.

Classified Senate Update

Classified Senate update by Mitza Lindsey for Neill Kovrig, Classified Senate President (Absent)

- Meeting next Tuesday on January 17th.

Student Report

Student Report update by Vinzent Balaoing, Student Representative

- Students are back in their classes and looking forward to starting their spring semester.
- Students are excited to participate in the MLK festivities.
- Students are excited for the student lounge

ASB

ASB update by Vinzent Balaoing, Student Representative

- Meetings are on hold until Spring 2023
- Working with the leaders to keep the campuses updated with current activities
- Looking forward to working with the students and giving the resources via social media.

Reopening Taskforce

Reopening update by Jacqueline Sabanos, Vice President Administrative Services

- Met Dec. 9th and discussed the mask mandate that ended on Dec. 19th
- Remote request discussion, and they are working on rerouting other approvals.

Board of Trustees

BOT update by Jacqueline Sabanos, Vice President Administrative Services

- 2 items are going to the Board for approval; 2 counseling and 4 student services technician positions; 2 w/ degrees were given faculty contract positions and the other 4 without the degrees were given a full contract for SST. Thank you to VP's Sabanos and Carter for the diligence in working on this.

Budget Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- They have not met; they will be meeting in February.
- Gov. Newsome has released his budget proposal. He outlined the \$297 billion budget for FY 2023-24 which includes a 3.6% decrease from last year. This budget includes \$224 billion in the General Fund and a projected deficit of \$22.5 billion.
- There is a big focus on enrollment. Education and social service programs are largely protected from reductions. The Governor's budget includes an 8.13% COLA in the amount of \$653 million.

Safety and Facilities Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Admin services is working on updating the employee list
- ALICE training was conducted in December, highly recommend that everyone attend.

Technology Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Wireless update has arrived, will be complete in May
- All other updates were given by Peter in his discussion

Accreditation

Update by Dean, Jessica Luedtke

- Draft 1 is coming in from the teams on Jan. 19th
- ISLOS would like to bring that to EGC for the next agenda
- Guiding Principles to review the survey in February; feedback, Draft in april and review and approval in May. Will send materials to DeeDee for distribution to EGC.

Annual Integrated Planning

Update by Dean, Jessica Luedtke

- Material has been forwarded to the Admin. Serv.

Instructional Services

Update by Michelle Fischthal, Vice President, Instructional Services

- Tutoring - Phase 1 for the navigators have started
- **More to come**

Student Services Updates

Update by Shakerra Carter, Vice President, Student Services

- Basic Needs program has been created and finalized; the president's office will send out the information to everyone
- Basic needs study will be launched on Jan. 17th and will receive a \$50 gift card once the survey is completed.

SDCCE Foundation

Update by Laurie Coskey, Executive Director, SDCCE Foundation

- Lucky Duck/Dana Foundation has been extended to 2 years
- VP Carter, Dean Novak and Samantha Stanley have been critical in this process.

Action Items:

- None

FINAL