

**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.

Meeting Minutes – May 24, 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. Jacqueline Sabanos, Vice President Administrative Services
3. Minou Spradley, Interim Vice President, Instructional Services
4. Shakerra Carter, Vice President, Student Services
5. John Bromma, President, Academic Senate
6. Diana Vera-Alba, Vice President, Academic Senate
7. Jessica Varnado-Swall, Secretary, Academic Senate
8. Esther Anthony-Thomas, Vice President, Classified Senate
9. Julia Molina, Classified Senate
10. Danielle Ninness, Member-at-Large, Classified Senate
11. Vinzent Balaoing, Student Representative/ASB

Members Absent: Andrei Lucas, Dean, Automotive, Skilled and Technical Trades; Rachel Rose, Chair of Chairs, Academic Senate; Neill Kovrig, President, Classified Senate

Guests: Luedtke, Ogul

Approval of Minutes

Minutes have been approved

Presentations

None

President's Update

President's update by Tina M. King, President

- Celebrated Classified Appreciation week; Exec. Team delivered goodies to all the campuses.
- Shout out to Esther Anthony-Thomas for her work at the pre-registration this week
- 17 new faculty positions that we are hiring this year. 3 new positions also went to the board; Interior Design; Director for the Tutoring centers; non-instructional faculty position for mental health
- We have been experiencing break-ins on our vending machines at our ECC Campus; currently working w/ VC Peterson to have cameras added to our hallways/corridor. There have been break-ins in the basic needs area as well.
- Undergoing a staffing study; working with a consulting firm where they are looking at all 7 campuses. Hoping to have the results by the summer retreat.
- We are in the midst of the Campus Culture Survey.

Academic update

Academic Senate update by John Bromma, Academic Senate President

- Last week they had their last meeting of the year.
- They passed a resolution, honoring and thanking the faculty that helped with MFA;
- Passed a motion to recommend a pilot (CLASS) to help resume teaching, different features within various platforms like zoom, etc. This is also being considered at the district level as well (JVS), 2 of our sister college are moving forward with this pilot program. Dr. Spradley would like to see a software demo.
- There was dialogue about the diversity pledge (information item only) with Linda Osborn. The pledge was last updated in 2010. This DEIAA committee is currently an operational committee; there is a request to have this committee as a governance committee. Conversation will continue and this will not solely rest on the Academic Senate. We will focus on the operational aspect of the committee for now. John will reach out to faculty members to connect with the VPI. There is no assigned time for faculty if this committee moves up a level.
- Next senate meeting will be in September with Richard Weinroth as President.
- R. Weinroth shared that the job announcements are going out prior to the committee meeting. AP 4200.1 is not being followed. The selection of the chair and the process of committee meeting need to adhere to the process. Dr. King will place this in her President's message moving forward.

Classified

Senate

Update

Classified Senate update by Esther Anthony-Thomas for Neill Kovrig, Classified Senate President

- Met on May 16th. Had conversation about the diversity pledge and discussed the STAR conference.
- STAR conference had a great turn out. Feedback was wonderful with networking and collaborating and meeting the new employees. Carla did a fantastic job. (D. Ninness)
- Attended via zoom, due to being short staffed at the campus, but thankful that they were able to join virtually (J. Molina)
- It was great to see the Exec. Team at their visit this past week.

Student Report

Student Report update by Vinzent Balaoing, Student Representative

- Students are hanging out in the foyer and having conversations with each other. They are spending more time on campus and are comfortable.

ASB

ASB update by Vinzent Balaoing, Student Representative

- Student will be voting this week for the student trustee.
- ASB website is being updated along with the boards on campus.
- Still waiting on the ballots for the student trustee, VPSS will follow up on this topic.

Reopening Taskforce

Reopening update by Jacqueline Sabanos, Vice President Administrative Services

- Have not met

Board of Trustees

BOT update by Jacqueline Sabanos, Vice President Administrative Services

- Several items will be placed for the BOT
- 3 additional items to increase the IA's hours to 25 hours; Student Services Technician in CalWORKs; Director position for Child Development

Budget Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Have not met since the last meeting; will send out an email to request representation from each department.
- Annual Budget and Enrollment symposium; VPA will give an update and on the May revise. CE were initially given 4.6 million dollars however, with the May revise we may only receive ½ of that.

Safety and Facilities Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Have not met
- The district is moving forward with working with RAVE emergency communication system.
- Working on the schedule for the safety meetings at each campus
- Emergency posters have been distributed to be displayed in all offices/classrooms
- HGA met with different constituents last week for the update on the renovations.

Technology Committee

Update by Jacqueline Sabanos, Vice President Administrative Services

- Wireless expansion will be completed in July; it will not be necessary to log in with a password.
- Helpdesk upgrade is in process and should be completed by July 15
- CE will be getting (2) IT employees (currently dist. Employees)

Accreditation

Update by Dean, Jessica Luedtke

- The steering committee had its last meeting on May 8.
- Writing leads have submitted their information
- Met with the criterion leads will meet again in the fall once the self-studies are completed.
- Thank you to all the individuals that participated. Unduplicated 87 participants overall, duplicated 112 participants. Huge collaboration.
- Thank you from VPA, it was so organized.

Annual Integrated Planning

Update by Dean, Jessica Luedtke

- Setting up program review for next year. Templates remain the same, with minor changes. Email has gone out in preparing program review up and running with the exception of the data portion. This will give everyone an additional 6 weeks to work on this.

Instructional Services

Update by Minou Spradley for Vice President, Instructional Services

- Overall enrollment stands at 29,396 this has gone up by 11% from last year
- Headcount is currently at 15, 484, which is an increase of 28% compared to last year.
- May 31st - Annual Budget and Enrollment symposium, Dr. Hall will be presenting the annual budget.
- Trila Gil will start as the acting curriculum analyst as of July 1
- Ginger's position is vacant as of tomorrow
- Tutoring faculty position and instructional designer

Student Services Updates

Update by Shakerra Carter, Vice President, Student Services

- Commencement; over 300 participants
- Stage party has changed Exec. Team, Senate Presidents, Student Trustees; PC has grown and the Faculty will participate in the procession and sit off to the side
- We have been able to reserve 25 VIP parking spaces.
- The green rooms have been secured.
- Asked Academic senate to please ask faculty members to please attend commencement.

SDCCE Foundation

Update by Dr. King for the Executive Director

- We have secured an interim ED, Kay Faulconer Boger for the next few months. Information will go out to the college.

Action Items:

- None

Roundtable:

- The board has signed a resolution to raise the Pride flag on June 1st. The district is having an event as well as ECC.
- June 15th the Juneteenth flag will be raised on June 15th – There will be an event on June 20th.

Adjourned 4:00pm

FINAL