

**SAN DIEGO CONTINUING EDUCATION
EXECUTIVE GOVERNANCE COUNCIL
March 25, 2015**

Members Present:

1. Rudy Kastelic, Interim President, Continuing Education
2. Brian E. Ellison, Ed.D., Vice President, Instruction and Student Services
3. Bob Parker, Vice President, Administrative Services
4. Timothy Pawlak, President, Academic Senate
5. Marie Doerner, Chair of Program Chairs, Academic Senate
6. Mary LeDuc, Vice President, Classified Senate
7. Rita Avila, Past President, Classified Senate

Members Absent:

1. Richard Weinroth, Vice President, Academic Senate
2. Neill Kovrig, President, Classified Senate

Guests: None

Action Notes: February 11, 2015 Action Notes approved as corrected *Parker/LeDuc MSP*.

Reports and Recommendations

President's Report

Interim President Kastelic reported on the following:

- Reported one of the District and Board of Trustees' priorities is the attainment of associate degrees. A promotion highlighting the campaign is "Earn More Than a Degree" with posters and flyers distributed throughout the District. (handout)
- Reported that the State Chancellor's Office has begun the Institutional Effectiveness Partnership Initiative (IEPI). The initiative is to provide progress for institutional effectiveness throughout the state system along with technical assistance. City, Mesa, Miramar and CE submitted a letter of interest requesting assistance from the Technical Assistance Team. Interim Kastelic submitted a letter requesting assistance in the area of student learner outcome assessment, as it relates to assisting/improving student transition from noncredit to college credit programs and/or the workforce. Mesa College hosted a workshop regarding the goals of the initiative, where Dean Star Rivera-Lacey attended. It appears that the focus at this time is primarily on the credit colleges.
- Reported there is an interest from the leadership and staff of the Jacobs Center to partner with them. He, Vice President Brian Ellison and Dean Lorie Howell met with Kelly Henwood and others from the Jacobs Center at West City Campus to discuss the potential partnership. Interim President Kastelic next met with Vice Chancellor Shelly Hess, who was directed by the Chancellor to take the leadership for this potential partnership. Next steps will be a follow-up meeting and tours of the Jacobs Center and ECC.
- Reported the Continuing Education Foundation Board has met four times this year. The effort to recruit board members has been successful. A full complement of community members now sit on the board. They are: Dr. Eric Miller, Chida Warren Darby, a Managing Editor of the Voice and Viewpoint, Brian Matthews, K-12 educator, Dr. Joel Trambley with the USD Medical Center, Bill Grimes, a former San Diego Community College District Dean, Linda Blair Forth, President and CEO of Comprehensive Training Systems, and Susan Yamate with the San Diego Office of Education. These members have committed to serve through June 2015, with the understanding that they may serve for a longer period of time. Two committees the Foundation has been actively involved with are: Scholarships and Board Development Committees.

Administrative Governance Council

No Report.

Academic Senate Report

Academic Senate President Timothy Pawlak reported the following:

- Faculty has shown interest in participating with the Institutional Effectiveness Partnership Initiative (IEPI). Their information has been submitted to the State to be part of the partnership resource teams and waiting for the State to respond.
- More opportunities for faculty to participate in professional development in a variety of areas, some are local and without cost for registration.
- At the last Senate meeting the additional funds received through negotiations for travel and professional development were discussed. These funds are separate from sabbatical funds. The Senate is in the process of evaluating and developing criteria for the additional funds.
- Faculty is interested in getting involved in how the process of AB86 will be rolled out.

Classified Senate Report

Classified Senate Vice President Mary LeDuc reported:

- The Senate met the previous Monday. Vice President Bob Parker was a guest at the meeting and the topic of positions being filled was discussed.
- The Election Committee was formed.
- Convocation Day was discussed related to 1) the annual fundraiser, and 2) the possibility of the Classified Senate providing a short presentation on the program. Vice President Ellison responded affirmative and directed the Classified Senate to contact Laurie Cozzolino to discuss details.

Ongoing Business Items

CE Staffing

Vice President Parker reported the following:

- The Accounting Technician position – an offer was made and accepted. Mary Lou Madrid will start at ECC on March 30.
- The Senior SSA position for North City Campus will be posted after Spring Break.
- Three Instructional Assistant positions will be posting after Spring Break: BIT (100%), ESL (less than 50%), and ABI (less than 50%)
- A Student Outreach position will be posted after Spring Break, funded by Student Equity Funds.
- Two staff members are moving on April 6: Nog Bui from Mid-City Campus to CE Mesa Campus and Office Manager Charlene Shurtleff, from Cesar Chavez Campus to ECC.

Strategic Planning

No report.

AB86 Update

Timothy Pawlak provided a brief update on AB86 activities:

- San Diego was one of four consortiums represented who made up a panel that spoke at the EDGE Coalition meeting in Sacramento. The EDGE Coalition is a group of business labor agencies that identify themselves with social justice issues, with a focus on job training programs. One of their priorities this year for the group is adult education job training programs. Several chiefs of staff and staffers of legislators gathered at the main library to hear from the panel about their experiences with their consortiums and the AB86 process thus far. The meeting and networking afterward was very productive.
- Participating on the EDGE Coalition panel lead to an invitation to testify at a Joint Oversight Committee Hearing on Adult Education. He and Interim President Kastelic traveled to Sacramento on March 11, where he represented San Diego on a panel of five. The panelists were given the topic of *Regional Consortia Experience* and provided their perspective on what has been occurring with the AB86 process thus far. The hearing was three hours long and is available on-line to view. Interim President Kastelic gave kudos to Timothy Pawlak for his superlative representation and setting the positive tone for the panel.

- The grant was extended from July 1, 2015 to December 31, 2015. Workgroups are still working on the plan and will continue to do so through December 31.
- He was invited to join the Workforce Partnership's Steering Committee for planning their local WIOA grant.
- Interim President Kastelic distributed an article posted on the State Chancellor's Office from the School Innovation and Achievement Cabinet: *Brown's Adult Ed Plan Gives New Authority to Outsiders*. The article addresses the opposition to the allocation boards. In addition, a copy of the current AB86 Workgroup Report was passed around for review. The report can be accessed through the AB86 website: www.AB86.cccco.
- The San Diego Consortium Steering Committee is currently focusing on defining the criteria for the curriculum proposal submissions.

Instruction & Student Services

Vice President Ellison reported the following:

Enrollment Management

The data is still looking good with enrollment up approximately 200 FTES ahead from last year. Spring to date is up 49 FTES from the previous spring. Centre City Campus still remains a concern in regard to yield.

SB1456/SSSP Update

The Statewide Taskforce has finalized the funding formula for noncredit and will go before the Board of Governors in April for consideration. Once approved, the formula and supporting narrative will go out to the field and Continuing Education will begin working on the plan, and funding based on the plan. SSSP is in the process of securing a researcher.

Vice President Ellison and Dean Star Rivera-Lacey had a very productive meeting that morning with Catholic Charities to discuss a grant involving refugees. Catholic Charities is seeking a partnership with Continuing Education to provide instruction (primarily ESL) and some vocational training for the large influx of refugees, (mostly from Syria and Iraq) expected in the fall.

WASC

Accreditation Committee met last month. Vice President Ellison announced that he was transitioning the chair of the committee to the co-chairs, Dean Pongsrikul and Corinne Layton.

Program Review

No report.

Administrative Services

Vice President Bob Parker reported May 20 is the target date for the completion of the new Cesar Chavez campus, with classes starting in fall.

Vice President Parker also reminded the group that beginning in fall, most campuses will charge for parking, the exception being the Mid-City Campus. The funds garnered from parking fees will go toward providing CSOs at each campus.

Board of Trustees Meeting

Interim President Kastelic reported the following:

- The Joint SDCCD and SDUSD meeting on March 17, 2015 at Kearney High School went well. There were many presentations including one on the future of adult education/AB86 which he, Timothy Pawlak and Marc Gottuso from the San Diego Unified School District, provided. There was a good showing from Continuing Education at the meeting; Interim President Kastelic thanked everyone who was in attendance.
- Interim President Kastelic and Vice President Parker provided new Board of Trustee President Maria Nieto Senour with a tour of Continuing Education: ECC Skills Center, construction site of the new Cesar Chavez and North City campuses. Because of conflicts, Ms. Senour had not been able to attend many of the District's grand openings that had occurred the last few years.

- March 26, 2015, Regular Board meeting at the District Office. Facilities will present a change order for Cesar Chavez Campus for Continuing Education.
- Board of Trustee meeting and visit to Continuing Education will be held on April 16, 2015 at ECC. Topics for the presentation are AB86, SSSP/Student Equity, Accreditation, and student success.

Finance, Grants, & Operations

No report.

National, State, Regional & Community Issues

No report.

Conferences, Events & Information

The following events are scheduled:

- March 23-27, 2015, Adult Education Week
- March 25-27, 2015, CCCOE, San Francisco
- April 25, 2015, Chicano Park Day
- April 30-May 2, 2015 CCAE State Conference at Universal

Legal/Legislation

No report.

Re-Engineering:

No report.

National, State, Regional & Community Issues

No report.

Round Table:

Timothy Pawlak reported he participated on a WASC Visit to Compton March 3-4, 2015. He found the experience worthwhile and will encourage other faculty participate in future WASC visits.

Marie Doerner reported the Program Chairs and Deans are conducting program review.

Vice President Ellison reported that students will wear black robes at this year's commencement.

Interim President Kastelic shared he participated on a WASC Visit to Santa Monica/Malibu Adult Education Center, part of the Santa Monica/Malibu Unified School District on March 19.