

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL  
September 24, 2014**

**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. Richard Weinroth, Vice President, Academic Senate
6. Marie Doerner, Chair of Program Chairs, Academic Senate
7. Neill Kovrig, President, Classified Senate
8. Rita Avila, Past President, Classified Senate

**Members Absent:** Mary LeDuc, Vice President, Classified Senate

**Guests:** None

**Reports and Recommendations**

**President's Report**

Interim President Rudy Kastelic shared the following:

- Priorities are: the Student Success and Support Plan (SSSP), the Adult Education Consortium (AB86), and Accreditation (WASC)
- The Continuing Education (CE) Board of Trustees' Campus Visit presentation will focus on SSSP, AB86, and WASC. The date for the campus visit will be sometime in spring 2015.
- Discussions regarding Spring FLEX have taken place with the deans. "Cross Pollination" has been suggested as a possible theme. Other suggestions are welcome. He will be meeting with Flex Coordinator Laurie Cozzolino and will report back to the group.
- A proposed Academic Calendar for CE 2015/16 was discussed at Chancellor's Cabinet. Kastelic was asked to provide input. After a discussion with Vice President Ellison and Vice President Parker, his recommendation is for the calendar to reflect Flex as September 2-4, 2015; begin fall September 8, 2015 and end June 8, 2015; with the first day of summer session June 9, 2015. These suggestions will be taken to the Administrative Governance Council, Academic and Classified Senates for input. He will report back on what transpires.
- Continuing Education has applied for an institutional membership with the California Council for Adult Education (CCAE), a state-wide organization that welcomes all with an interest in Adult Education. This will be a beneficial connection with AB 86 efforts. Timothy Pawlak and Neill Kovrig will serve as CE representatives.

**Administrative Governance Council**

Vice President Ellison reported the Administrative Governance Council (AGC) met the previous week and heard reports about AB 86 from Academic Senate President Timothy Pawlak; and about the Classified Hiring Priority Committee from Classified Senate President Neill Kovrig

### **Academic Senate Report**

Academic Senate President Timothy Pawlak reported the Academic Senate met on Tuesday, September 16 and discussed the following:

- Travel: availability of funds and review of usage
- Use and impact of sabbatical leaves

Richard Weinroth announced he attended the Constitution Day/Citizenship Day event at the Mid-City campus, a wonderful and well attended event.

Marie Doerner announced the Program Chairs met and she has been elected for another 2-year term as Chair of Chairs.

### **Classified Senate Report**

Classified Senate President Neill Kovrig reported the Senate had not met since the previous semester. A meeting will be scheduled within the first two weeks of October. Kovrig also shared the following:

- A meeting of the Classified Priority Hiring Committee is to be scheduled to review the information gathered which will assist to develop a formula to determine what positions should/can be restored.

Kastelic reported that CE's Classified Senate will receive recognition and an award at the San Diego/Imperial County Community College Association's (SDICCCA) Classified Staff Recognition Reception in October. Neill Kovrig will accept the award on behalf of the entire Classified Senate. Interim President Kastelic will also be in attendance.

### **Ongoing Business Items**

#### **SB1456 Update**

Vice President Ellison reported that he and Dean Star Rivera-Lacey met with college representatives early in the week to discuss student equity funds and the district's plans to implement the spending of those funds. CE's portion of the money is approximately \$430,000. Details of funding CE's Plan are still under discussion and include either a stand-alone plan or an integrated plan with the colleges. At this time the State does not see CE as a separate entity. EGC will be updated as information becomes available.

#### **AB86 Update**

Academic Senate President Pawlak provided a brief update on AB86 activities:

- An AB86 meeting is being held later that day to review information received from the Comprehensive Adult Student Assessment System (CASAS) representatives who will be in attendance. In preparation for the submission of the Regional Plan-to-Date, due on October 31, another meeting with CASAS is scheduled for October 1.
- Google Apps have been a great collaboration tool in AB 86 and will be used as a tool to collaborate within the Academic Senate. And the Senate passed a motion to request that internet browsers be update and Chrome be added to our computers to facilitate this new direction of integrating collaborative tools.

#### **WASC**

Vice President Ellison reported in preparation of the 2016 WASC Accreditation Visit, the deans have been requested to submit names of faculty and staff who might serve on the workgroups. Ellison will also confer with Academic Senate President Pawlak and Classified Senate President Kovrig for their recommendations.

## **ACTION ITEM:**

**Vice President Ellison will contact Timothy Pawlak and Neill Kovrig regarding Steering Committee members.**

### **SDCE Master Plan**

No report, Interim President Kastelic will report on this item at a future meeting.

### **Program Review**

Vice President Ellison reported the Program Review Committee will be meeting later that afternoon to review the Program Review Guide for updates and changes. This review is in response to input received from Program Chairs.

## **Instruction & Student Services**

### **Enrollment Management**

Vice President Ellison shared that enrollment was up by 30 FTES from spring of last year. A 4% dip in enrollment occurred the previous week due to a half-day session at San Diego Unified.

### **Administrative Services**

Vice President Bob Parker reported on the following:

- Emeritus/Parenting Dean at CE Mesa: the committee is screening applications
- ESL/Mid-City Resident Dean: a selection has been made, waiting for HR to confirm offer has been accepted.
- 2 BIT faculty: committees have forwarded their selections to the President for second interviews.
- 1 Welding faculty: interviews are scheduled
- 1 Counseling faculty: the posting has closed and the committee is reviewing applications
- 1 SSA for North City Campus: a selection has been made, offered and accepted
- 1 Sr. SSA for North City Campus: a selection has been made and paperwork forwarded to HR
- 1 Administrative Technician: interviews are scheduled
- 1 Instructional Assistant for BIT: a Board Agenda Item is on the October 9 Agenda to delete the Instructional Assistant Office Systems position and establish an Instructional Assistant Computer Science position.

## **Board of Trustees Meeting**

The Board of Trustees' upcoming meetings are as follows:

- The next Board of Trustees' meeting is scheduled for tomorrow, September 25, and will be held at City College.
- On Thursday, October 9, the meeting will be held at Mesa College.
- There is a Board Retreat scheduled for Thursday, October 14 at USD.
- A Board Subcommittee will be held on December 10, to discuss Student Equity Reports.

## **Finance, Grants, & Operations**

No report.

## **Facilities & Police**

No report.

### **National, State, Regional & Community Issues**

No report.

### **Conferences, Events & Information**

The following events are scheduled:

- Chancellor's Forum at Continuing Education: Tuesday, September 30, 2014, at 2:00 p.m. at ECC, Room 169
- AB 86 Adult Education Regional Planning Conference: October 6-7, Sacramento, CA
- San Diego Chapter CATESOL Conference: Saturday, October 4, at ECC
- CATESOL Conference: October 23-26, 2014, Santa Clara CA
- Continuing Education Holiday Reception: Tuesday, December 9, at ECC
- Ira Aldrich Play "Harlem, Harlem": Friday, Saturday and Sundays in October, at ECC
- The Common Ground Theatre: Friday, Saturday and Sundays in December, at ECC, production to be determined.
- ESL/Citizenship Program will host a workshop on Saturday, November 15.

### **Legal/Legislation**

No report.

### **Re-Engineering:**

No report.

### **National, State, Regional & Community Issues**

No report.

### **Round Table:**

None.