

**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 – January 10, 2024**

**2:30 PM - 4:00 PM**

**Virtual**

**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. Jessica Luedtke, Dean of Deans
6. Rachel Rose, Chair of Chairs
7. Richard Weinroth, President, Academic Senate
8. Jessica Varnado-Swall, Vice President, Academic Senate
9. Bradley Dorschel, Secretary, Academic Senate
10. Neill Kovrig, President, Classified Senate
11. Esther Anthony-Thomas, Vice President, Classified Senate

**Members Absent:**

Julia Sanchez Molina, Danielle Ninness

**Guests: Libbier Bakit**

**Action Item/Voting Items:**

1. Approval of Minutes ..... All

**Approval of Minutes**

Minutes: Approved w/ minor edits

**Standing voting items**

- ☐ Merge internal/external calendars
- ☐ EEO Representative training

**Presentations**

Enrollment update

**President's Update**

President's update by Tina M. King, President

- Enrollment update, closing out at 15,987 students, we are still targeted for 20k
- Institution Day update, campuses will be closed from 8am – 2pm, and re-open at 2pm; NANCE's will be included.

## **Academic update**

Academic Senate update by Richard Weinroth, Academic Senate President

- Thank you to Dr. Carter for the update on the Enrollment update.
- Shout out to Rachel for the frequently asked questions and your involvement.
- 2 guests will be at the next academic meeting; Dr. Carter and Dean Brian Weston, very excited
- Encouraging all (faculty/students) to attend the MLK parade.
- Neill and I have just come from the Pride meeting and the next shirt design will be coming from one of our students.
- Who is updating the program web pages (R. Rose); looking forward to seeing Janay present at the next chair meeting.

## **Classified Senate Update**

Classified Senate update by Neill Kovrig, Classified Senate President

- Openings in seats for the Senate. They will be revisiting and reviewing the senate seats. Meeting on Jan. 16<sup>th</sup>
- Fundraising updates – Just over \$1,000 has been raised for CS scholarship. Winner of the President's basket was David Ogul.

## **Student Report**

Student Report update by Neill Kovrig, Classified Senate President for Adrian Dos Santos

- Adriana did a wonderful job at the board meeting as the CE student representative.
- L. Menchaca asked the student trustees what they can report on to the board; learning space in canvas and on campus for students to interact with each other.
- T. Rhinerson wants to target various campuses to apply the bond measure to and Mid-City campus is on the list to be updated.

## **ASB**

ASB update by Neill Kovrig, Classified Senate President

- ASB is participating in the MLK parade.
- Working on policies for ASB and elections

## **Board of Trustees**

BOT update by Jacqueline Sabanos, Vice President Administrative Services

- 3 items going to the January 25<sup>th</sup> board:
  - ELL healthcare pathway – Activity manager and a ½ time Job Development and Placement Specialist
  - SDSU Geriatrics – to accept \$19k for the program
  - Marine Corp – increasing the amount to \$188k

## **Budget Committee**

Update by Jacqueline Sabanos, Vice President Administrative Services

- Next week you will receive the quarterly list of position

## **Safety and Facilities Committee**

Update by Jacqueline Sabanos, Vice President Administrative Services

- Has not met this year.

## **Technology Committee**

Update by Jacqueline Sabanos, Vice President Administrative Services

- Has not met.

## **Accreditation**

Update by Dean, Jessica Luedtke

- Self Study was presented at the December board meeting. Currently, we are doing final minor grammatical revisions and rechecking hyperlinks. The Self Study Report will go to the visiting team on 1/19/24.
- We are currently preparing for the WASC visit, including working on the visit schedule and participants, working with PIO to produce campus videos.
- We are developing a training for participants on what to expect in a visit which will occur in tandem with the PIE Committee February meeting.
- The driving principles have been updated with the new Diversity Statement and are going to printing. Afterwards, they will replace any old posters in classrooms, student services areas, lunchrooms, and mailrooms

### **Annual Integrated Planning**

Update by Dean, Jessica Luedtke

- Strategic planning is completed for the fall term preceding resource allocation, though reminder to all that strategic plan achievement and progress can be updated at any point throughout the year.
- Due to accreditation and the IEPI PRT grant, the Governance Handbook cyclical revision will be held for committees until fall. In the meantime, EPC will update the process and structure of governance handbook and develop a timeline for the process.
- Working on developing a schedule and participants for the IEPI PRT Visit #1 which will focus on building PRIE professional development and research/planning infrastructure to support the college and creating an institutional intranet for internal communication.

### **Instructional Services**

Update by Minou Spradley for Vice President, Instructional Services

- Met w/ CalJac (Pre-Apprenticeship program); they want to use our facilities for an EMT class, we are only to provide the facility, possibly helping with enrollment; looking to start in July; 5 ½ month program
- All adjunct event on Feb. 6<sup>th</sup> at ECC. Will look into offering this event during flex week.

### **Student Services Updates**

Update by Shakerra Carter, Vice President, Student Services

- No update

### **SDCCE Foundation**

Update by Neill Kovrig for the Executive Director

- In-midst of interviewing for the Executive Director position, happening next week. Kay Faulconer will be leaving on January 31<sup>st</sup>.

### **Roundtable:**

- 110 years of SDCCE this year

**Adjourned 4:02 p.m.**