

**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 – December 13, 2023

2:30 PM - 4:00 PM

Virtual

Minou Spradley for Tina M. King, Chair

Call to Order: 2:33 p.m.

Members Present:

1. Minou Spradley, Interim Vice President, Instructional Services
2. Mark Nesbit, for Jacqueline Sabanos
3. Jessica Luedtke, Dean of Deans
4. Rachel Rose, Chair of Chairs
5. Richard Weinroth, President, Academic Senate
6. Jessica Varnado-Swall, Vice President, Academic Senate
7. Bradley Dorschel, Secretary, Academic Senate
8. Neill Kovrig, President, Classified Senate
9. Julia Sanchez Molina, Classified Senate
10. Danielle Ninness, Member-at-Large, Classified Senate
11. Adriana Dos Santos, Student Representative

Members Absent: Tina M. King, Jacqueline Sabanos, Shakerra Carter, Esther Anthony-Thomas

Guests: Roberta Krauss – Counseling Handbook

Approval of Minutes

Minutes approved with edits

Action Item/Voting Items:

1. Approval of Minutes All
2. Diversity Statement of Pledge: 2nd reading All
 - Motion to approve J. Luedtke
 - Move to approve R. Weinroth, 2nd by N. Kovrig

Standing voting items

- ☐ Merge internal/external calendars
- ☐ EEO Representative training
- ☐ Calendar invites for events to the DL

Presentations

None

President's Update

President's update by Tina M. King, President

- No update

Academic update

Academic Senate update by Richard Weinroth, Academic Senate President

- Attended the Academic Senate for California Community Colleges meeting and had a great showing from our team and they were very active in the resolutions, specifically about OER. (R. Weinroth)
- Supported and passed the support to have an OER coordinator at the community colleges. Honored Wheeler North from the Miramar campus was honored for his service. Was also able to work with their colleagues to no longer use ESL, could not come up with a new acronym, but the experts will decide on a more equitable term. (J. Swall)
- A satisfaction survey from IT is available through Dec. 15th.
- Thank you to Dr. Spradley for all the updates on the enrollment process.

Classified Senate Update

Classified Senate update by Neill Kovrig, Classified Senate President

- Will not be meeting for the month of December, however they are still having many activities. Still promoting Dr. King's favorite things scholarship basket. Have raised approximately \$300 towards the classified senate scholarship.
- Congratulations to Julia Molina for her promotion to the COS at ECC.
- Mitza Lindsey will be returning to the senate soon.
- CS will continue to raise funds for the scholarship event.

Student Report

Student Report update by Adriana Dos Santos, Student Representative

- ASB held some celebrations for the holiday season and has collected toys for students.
- Adriana will be in attendance at the Board meeting.

ASB

ASB update by Neill Kovrig, Classified Senate President

- Chavez campus has filled in their open positions
- Drafting a policy under the foundation to be able to use the rewards from Wells Fargo to help support our students.

Board of Trustees

BOT update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- 1 item going this month for Dean Rashvand for Strong Workforce

Budget Committee

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- No update

Safety and Facilities Committee

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- ECC remodel is delayed until January 2025
- Revamping the IT room
- District is now using the RAVE technology system

Technology Committee

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- Committee has not met

Accreditation

Update by Dean, Jessica Luedtke

- No update

Annual Integrated Planning

Update by Dean, Jessica Luedtke

- No update

Instructional Services

Update by Minou Spradley for Vice President, Instructional Services

- Started the new enrollment process, as of Dec. 4th we have 11,807 valid enrollments. We are at 38% capacity and we are only a week and half into the enrollment process. We have tripled since last year. Approximately 150 people on the waitlist.
- Had a wonderful discussion at the Academic Senate meeting about the enrollment process and shared their questions with Dr. Carter. She is hoping to have answers at the next meeting after she collaborates with Dr. Carter. They would like to see how the whole enrollment process plays out before they make any adjustments.
- A&R had an open zoom “help desk” available to assist any students with issues. Everything went very smoothly.
- Groupings and accessibility issues seemed to have been resolved (J. Molina)
- Per R. Weinronth, there is a concern about the VSSC, his students (3) have not been able to get served in a timely manner, he is requesting to have more staff available to assist the students, but he was able to help them student himself. However, Dr. Spradley has shared that ESL has no more appointments available, they have filled 300 appointments for December. She will speak with Dean Jarrell about other options.

Student Services Updates

Update by Shakerra Carter, Vice President, Student Services

- No Update

SDCCE Foundation

Update by Neill Kovrig, President of SDCCE Foundation

- Thank you to those who have created the space to assist students with the scholarship application.
- 101 applications have been received to date
- Moved to Friday, April 26th; looking to present a different platform for this event and to have the students interact with the donors prior to the actual ceremony.
- Foundation has been engaged with an outside source for the Executive Director position. Dr. Boger has agreed to stay on until we have identified the new ED.
- Will be using the same firm to search for a new Fiscal Services manager for the Foundation. This person will focus on grants, etc.
- ETI is continuing to move along with the programs.
- ASB travel fund, students may have representative at the district level, but the foundation has created line item to identify a policy to distribute funds to our students.

Roundtable:

R. Weinroth: More content to the ASCC plenary discussion: Resolved, that the Academic Senate for California Community Colleges recommend that the cost-transparency requirement in California Education Code 66406.9 as modified by AB 607 (Kalra, 2023) be interpreted to include all instructional materials as defined in California Code of Regulations, Title 5, 59402.

As to CCCApply to ensure that the standard application is modified to allow for the collection of data on justice-involved students needed to advocate for equitable allocation of student services and resources.

Resolved, that the Academic Senate for California Community Colleges work with the CCC Chancellor's Office to simplify the application process by designing it to be user-friendly and accessible to all applicants, regardless of their prior experience with high education.

That the Academic Senate for CCC encourage all local academic senates to prioritize a discussion on supporting the counseling needs for noncredit students, whether through an identified noncredit counselor or counseling faculty who are supported with professional development on counseling for noncredit students; and resolved the Academic Senate for CCC provide resources and tools to support and share effective practices in counseling noncredit students by fall of 2024.

Adjourned 4:00 p.m.