

San Diego College of Continuing Education

EGC Meeting Agenda/Minutes

Date: May 28, 2025
pm

Meeting Start: 2 : 3 0

Person Recording Minutes: Michael Escalona

Members: Tina King, Masa Omae, Shakerra Carter, Jacqueline Sabanos, Richard Weinroth, Jessica Varnado-Swall, Stacy Surwillo, Rachel Rose, Esther Anthony Thomas, Neill Kovrig/Trenton Romero, Mitza Lindsey, Danielle Ninness, Jessica Luedtke

PRESENTATIONS	PRESENTER	TIME CERTAIN
2024/25 Update on Institutional Strategic Plan & Accreditation Action Plan SLO End of Year Report Has been completed before the end of the year! Presented on 5.28.25	Jesus Rivas / Jessica Luedtke	2:30 – 2:50

ACTION ITEMS	
Review of Minutes for May 14, 2025 (Resource Folder)	Approved
Faculty Comment/Suggestions	In Progress
Calendar – Follow ups	In progress
EGC Governance Handbook page – no revisions	Complete

Reports

DEPARTMENT	AGENDA ITEM
President's Update President King	1. Enrollment Update 2. Commencement a. June 6 th b. Rehearsal June 5 th at 3:00PM c. Faculty and staff are welcome to join us at commencement. d. Volunteer orientation is scheduled for 5/29 and 6/3 via zoom. Volunteers will receive an email with additional information 3. Retreat Information a. Wednesday, August 6 th 8:30AM – 5:00PM b. VEBA Resource Center (Mission Valley) Location to possibly change. 4. Pride Festival Parade a. July 19 th 5. Pride Flag Raising

	<ul style="list-style-type: none"> a. June 2nd at 10:00AM <p>6. Juneteenth Celebration</p> <ul style="list-style-type: none"> a. June 18th at 12:00PM b. ECC South Patio <ul style="list-style-type: none"> i. Sidenote, Happy Early 21st Birthday Dr. Esther Anthony Thomas and Dr. Carter! <p>7. First EGC Fall Date</p> <ul style="list-style-type: none"> a. September 10th <p>8. Convocation Dates</p> <ul style="list-style-type: none"> a. August 25th b. Location is still TBD due to theatre renovations (avoiding outdoor settings due to heat)
Academic Senate Update (5 min) Weinroth	<ul style="list-style-type: none"> 1. Election in process. Friday June 6, 12:00 noon process closes. 2. Black Student Success Instructional Recommendations (SDCCD, May 2025) Dr. Chinazom Iwuaba APPROVED by ACCLAMATION 3. Invitation each semester for Dr. King to be calendared to present at the Academic Senate and Drs. Carter & Omae and VP Sabanos on a different date. 4. Honored to be able to speak at the SDCCE Campus Board Meeting highlighting our shared commitment to passing Assemblymember Dr. Sharp-Collins AB 1433: Resolution 113.04 S25 Support of AB 1433 (Sharp-Collins) Education Finance—Funding for Noncredit Instruction.
Classified Senate Update (5 min) Anthony-Thomas	<ul style="list-style-type: none"> 1. STAR Conference Hype Squad EPC will be going around May 29th from 9:00 – 1:00PM as the welcome wagon for all 7 campuses. 2. Nominations open now for Classified Senate Open until June 3rd EOD 3. Date selection for 2026 STAR conference Still in the works for a date 4. Commencement representation 5. Classified professional highlight & response 6. DL Academic Senate discussion 7. Handbook information is being vetted 8. Gratitude /last meeting.
Student Report (5 min) Zuniga	<p>It is Haydee's final EGC due to her service to the college. Congratulations and thank you for your service! :)</p>
Administrative Services Update (5 min) Sabanos	<ul style="list-style-type: none"> 1. 4 x 10 summer schedule June 9, 2025-August 15, 2025. 2. Holidays and the 4x10 schedule: <ul style="list-style-type: none"> a. Juneteenth (Thursday, June 19) falls on a Thursday this year. Since this is a scheduled workday, the District will be closed, and that week will shift to a 3x10 schedule. b. Independence Day (Friday, July 4) falls on a Friday. As a result, employees are entitled to take an alternate floating holiday within the same pay period. Please ensure you coordinate with your supervisor to schedule your floating holiday appropriately. 3. Administrative Services has completed the installation of a lactation pod at the César Chávez Campus and 25 Basic Needs lockers at the Mid-City Campus. The lactation pod at Mid-City is scheduled to be installed on Friday, May 23.
BOT Meeting Update (5 min) Sabanos	<ul style="list-style-type: none"> 1. In the matter of San Diego Continuing Education Healthcare Careers Program, authority is requested to accept, budget and spend \$125,000 from the Strong Workforce Regional Investment in the 2025-2026 General Fund/Restricted budget. 2. In the matter of the Instructional Services Office of the President at San Diego College of Continuing Education, effective July 1, 2025, authority is requested

	(contingent upon review by People, Culture and Technology Services) to: 1. Delete a vacant funded 12-month 1.0 FTE Special Projects Manager (#00120561), Range 4 (\$9,456.53 - \$15,403.70), 2. Delete a vacant funded 12-month 1.0 FTE Administrative Assistant III (#011997), Range 18 (\$3,707.97-\$5,918.77), AFT - Classified Professionals Unit (GFU); and 3. Establish 3 12-month 1.0 FTE Instructional Assistant/ English as a Second Language (ESL) (#XXXXXXX - #XXXXXXX - #XXXXXXX), Range 16, (\$3,534.45-\$5,641.78), AFT - Classified Professionals Unit (GFU).
Budget Committee (5 min) Sabanos	1. Annual Resource Allocation email sent out from the President's Office on May 22, 2205
Safety & Facilities Committee (5 min) Sabanos	<p>As part of the ECC Theatre construction project, the following site changes will occur:</p> <ul style="list-style-type: none"> • June 3: Temporary wayfinding signage will be installed. • June 9: Fencing will be placed around the parking lot; the theatre entrance will remain accessible at this time. • June 13: Final day for access to the theatre. • June 16: Full fencing of the parking lot will be completed, and access to the theatre will be closed. <p>Other bond projects currently underway: ECC Ceramics, CE Mesa Wind and Water Concerns, West City expansion</p>
Technology Committee (5 min) Sabanos	Technology Plan Annual Update will bring to EGC in the fall
Professional Development Committee (5 min) Luedtke	Committee has not met since previous EGC.
Institutional Effectiveness (5 min) Luedtke	Time ceded to earlier presentation.
Instructional Services Update (5 min) Omae	Faculty Summer Project Funds 2025-2027 Non-class Assignment
Student Services Update (5 min) Carter	<p>Two positions are being converted to 3 IA positions; we are looking for full coverage towards ESL and flow for all the campuses.</p> <p>COSes and leadership met with ESL teams for a half day retreat to go over the new processes and next steps/future. Follow up meeting is this Friday to go over final steps and implementation.</p>
SDCCE Foundation (5 min) Foy	On vacation. N/A.
Roundtable	The meet the team video / The Office parody was very enjoyable. We are looking for new themes at each campus to meet the leadership.

[SDCCE Important Dates](#)

SCHEDULE OF MEETINGS **EXECUTIVE GOVERNANCE COUNCIL (EGC)** **January through May 2025**

EGC meetings are scheduled on the
2nd and 4th Wednesdays of each month, unless otherwise noted*
All committee meetings are in person, unless otherwise noted.

The following EGC meeting dates are to be held from 2:30 p.m. – 4:00pm

February 12 **Virtual**

February 26 **No Meeting (SDCCD Town Hall)**

March 12 **Virtual**

March 26 **CE Headquarters**

April 9 Cancelled due to conflict w/ DGC

April 23 **CE Headquarters**

May 14 **Virtual**

May 28 **CE Headquarters (Last Meeting)**