



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
Wednesday, October 11, 2023
President, Dr. Tina M. King - Chair

2:30 PM - 4:00 PM

EGC Members: Anthony-Thomas, Boger, Carter, Dorschel, Dos Santos, King, Kovrig, Luedtke, Molina, Ninness, Rose, Sabanos, Spradley, Surwilo, Varnado-Swall, Weinroth

NOT PRESENT: Weinroth

Presentation: N/A

Action/Voting Items

1. Approval of Minutes All

Action Updates: Software licenses for Adjunct Faculty

Action Items: PLEASE REVIEW TECHNOLOGY PLAN AS IT WILL AN ITEM FOR VOTING FOR THE NEXT EGC MEETING.

Standing voting items

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

Reports:

1. President's Update King
 - a. Students are now attending USS Midway. Thank you to Bradley Dorschel and Andrei Lucas for all your support. Thank you to Dr. Ted Martinez.
 - b. 1.175 Grant acquired for welding space. Thank you to Bradley Dorschel.
 - c. Beginning the start of the skills and technical trades for Strong Workforce.
 - d. The Adult Education Summit was a great success.
 - e. Assembly Bill 634 signed by Chris Ward to receive more funding!
 - f. Flagpoles are being installed at ECC. We will start to roll out so all 7 campuses will have the flag poles.
 - g. PIO will be attending last EGC to share colors and marketing and branding rollout.
 - h. Adding more Swag/Merchandise + Affordable pricing for student body (Point brought up by Adriana Dos Santos)
2. Academic Senate Update Weinroth
 - a. VPAS will look into desktop versions of Microsoft Suite for adjunct faculty
3. Classified Senate Update Kovrig

- a. Esther attended NANDI Conference and was a wonderful event, looking to have more people attend next year.
4. Student Report Dos Santos
 - a. Student and ASB have been attending and setting up the Hispanic and Latin Heritage celebration going across all campuses.
5. ASB Kovrig
 - a. Students are able to attend a multitude of events going across all campuses.
 - b. CE Miramar Board has been appointed and is full.
 - c. CE North City is also in the process of being filled.
 - d. All ASB meetings to be held within the early weeks of November.
6. Reopening Taskforce VP's
 - a. MICHAEL TO REMOVE REOPENING TASKFORCE FOR ALL EGC AGENDAS.
7. BOT Meeting Update Sabanos
 - a. Currently working on a travel policy and ready to present by next EGC.
 - b. ETi Training contract with \$180,090 for multiple job training classes
 - b. Navy Brigg
 - c. Two HR Items to be brought up to District for approval
 - i. CE Mesa College Operations Supervisor position
 - ii. CE Miramar College Operations Supervisor position
 1. VPAS and VPSS are looking for a space for the individuals on the campuses; Looking to have a temporary space but will find permanent space by end of year.
 2. Possible 3rd COS position for Enterprise Food Services
8. Budget Committee Sabanos
 - o In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Extend a grant agreement (Contract #1708-RSWP-06) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$50,000 in the 2023-2024 (June 30, 2023 – September 30, 2023) General Fund/Restricted Budget to fund activities related to the Sector- Logistics Phase 2 project.
 - In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Extend a grant agreement (Contract #1708-RSWP-07) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$50,000 in the 2022-2023 (June 30, 2023 – September 30, 2023) General Fund/Restricted Budget to fund activities related to the Sector – Sales project.
 - o In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Enter into a grant agreement (Contract #1708-RSWP7-03) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$75,000 in the 2023-2024 General Fund/Restricted Budget to fund activities related to the Strong Workforce Work Based Learning.
 - o In the matter of the San Diego College of Continuing Education and the BlueForge Alliance, authority is requested to: Enter into a grant agreement with the San Diego College of Continuing Education; and BlueForge Alliance Accept, budget and spend \$1,175,000 in grant fund to fund activities related to the expansion of the San Diego College of Continuing Education Welding Program.
 - o Remote Requests will be going through Peoplesoft
9. Safety and Facilities Committees Sabanos

- a. SAVE THE DATE C-CERT 11/19 - 12/1
- b. The Great Shakeout to receive notifications from the campus about earthquakes 10/19 10:19 AM
- c. SDCCE is looking to have students work on restoring two statues

10. Technology Committee Sabanos

- a. Looking at a replacement technology plan to vote on 10/25
- b. Parts of the 500 computers are here, will be installed based on the oldest computers in classrooms first.

11. Accreditation Luedtke

- a. Sending EGC bodies and EPC Institution Review/Feedback on Self Study/Action Plan by 10/20
- b. EGC Self Study/Action Plan Approval by 10/25
- c. Self Study Report to District Innovation and Effectiveness Office & Board (4 Hard copies and digital) by 10/27
- d. Board Sub Committee Presentation 11/9, Board Acceptance 12/14
- e. Please read these reports as it is a direct self-study of our work and impact. These are guides for the betterment of the future of SDCCE.

12. Annual Integrated Planning Luedtke
No Report

13. Instructional Services Updates Spradley

- a. Enroll is up by 10% in comparison last year, and 4% last week. Capacity is at 72%, which means people are joining classes and not filling others up enough.
- b. Schedule is out 10/27, will be live 10/30. Registration begins 12/4 as well as CCCApply date.
- c. Working with AFT to discuss promotions, assessments, and evaluations.

14. Student Services Updates Carter

- a. CCCApply will go live on 10/31 for new applications to help with new students. If students are not enrolled after 3 terms, their account will be deactivated.
- b. 11/27 - To Do List and Waitlist. Going out in phases.

15. SDCCE Foundation Boger

- a. Not available at the moment. We are in the process of hiring a Executive Director by end of November.

Round Table All