

# San Diego College of Continuing Education

## EGC Meeting Agenda/Minutes

**Date:** October 23, 2024

**Meeting Start:** 2:30pm

**Person Recording Minutes:** Michael Escalona

**Members:** Tina King, Minou Spradley, Shakerra Carter, Jacqueline Sabanos, Richard Weinroth, Jessica Varnado-Swall, Stacy Surwillo, Carolyn McGavock, Esther Anthony Thomas, Neill Kovrig/Trenton Romero, Mitza Lindsey, Danielle Ninness, Jessica Luedtke

PRESENTATIONS	PRESENTER	TIME CERTAIN
None		

ACTION ITEMS	
Review of Minutes for October 9, 2024 (Resource Folder)	Minutes for 10.9 approved on 10.23 at 2:36PM

## Reports

DEPARTMENT	AGENDA ITEM
<b>President's Update</b> Dr. Carter for President King	Enrollment review (Resource Folder)
<b>Academic Senate Update</b> (5 min) Weinroth	<ul style="list-style-type: none"><li>ASCCC November 7<sup>th</sup> to 9<sup>th</sup> in Visalia</li><li>Adjunct Issue with Microsoft365 Licenses</li><li>Tech Bar Appreciation (Advocating for growth)</li><li>Chairs are continuing efforts for developments &amp; equivalency</li><li>Advocation for noncredit (California Virtual Campus) Online initiative and future involvement</li><li>Adjunct Participation on all avenues for CPA; getting faculty paid to serve on committee outside of hours</li></ul>
<b>Classified Senate Update</b> (5 min) Anthony-Thomas	<ul style="list-style-type: none"><li>Nandi Conference Impact on Classified Professionals</li><li>Passport to Success- Poem</li><li>Excellence Report -CO- VP Kovrig Checks to Students</li><li>Reclassification Support for SSA and other Classified Professionals</li><li>Attendance in New Members/Returning Members</li><li>Professional Development STAR conference – Classified Professionals in West Africa- CS Senator Zuri Williams</li><li>Fundraising Committee members increased support/participation.</li><li>Chancellor invitation to next meeting.</li></ul>

<b>Student Report</b> (5 min) Zuniga	<ul style="list-style-type: none"> <li>First ASCC meeting held 10.22 at Mid-City (about 48 students involved)</li> <li>More information shared amongst the student body</li> <li>Meeting with Sen. Chris Chandler to share reports</li> <li>Open to having students join Senate meetings to learn about the concerns</li> </ul>
<b>Administrative Services Update</b> (5 min) Sabanos (Nesbit II Presenting)	<ul style="list-style-type: none"> <li>Electrical Switchgear Replacement</li> <li>Holidays and Non-Instructional Days</li> </ul>
<b>BOT Meeting Update</b> (5 min) Sabanos (Nesbit II Presenting)	November 7, 2024 Regular Board Meeting: <ul style="list-style-type: none"> <li>In the matter of the San Diego College of Continuing Education Healthcare Careers Program, authority is requested to accept, budget and spend \$ 1,589,971 from the ELL Healthcare Pathways Grant in the 2024-2025 California Adult Education Program (CAEP) Consortia through the CCCCCO in partnership with the California Department of Education.</li> </ul>
<b>Budget Committee</b> (5 min) Sabanos (Nesbit II Presenting)	<ul style="list-style-type: none"> <li>The Budget Committee not met since our last EGC. Our next meeting will be on November 4 from 1-2pm on Zoom. We will go over the resource allocation process and we will have presentations from all the major fund sources for SDCCE including: SEAP, CAEP, WIOA CalWORKS, and SWP.</li> </ul>
<b>Safety &amp; Facilities Committee</b> (5 min) Sabanos (Nesbit II Presenting)	<ul style="list-style-type: none"> <li>Met September 26 to discuss campus concerns.</li> <li>We are excited to announce Safety Week at SDCCE in October and November. We will be offering safety training opportunities to promote our collective safety and preparedness. Registration is required and open to employees and students. Flex credit is available.</li> </ul> <p>Visit the <a href="#">Safety Resources page</a> to register (sign in to your SDCCD Microsoft 365 account to access).</p>
<b>Technology Committee</b> (5 min) Sabanos (Nesbit II Presenting)	The CE Technology Committee has not met since our last meeting.
<b>Professional Development Committee</b> (5 min) Luedtke	<ul style="list-style-type: none"> <li>Met October 14th – Reviewed membership, PD Center Update</li> <li>Recruiting Professional Development Advisory Committee for Classified Professional (Wednesday, October 23rd, 2:00 – 3:00 pm)</li> <li>Discussed Constructs for Creating a Culture of Dignity coming up November 8<sup>th</sup>, 14<sup>th</sup> &amp; 15<sup>th</sup> under the CODE program</li> <li>Announced FELI upcoming in January under the CODE program</li> </ul>
<b>Institutional Effectiveness</b> (5 min) Luedtke	<ul style="list-style-type: none"> <li>SWP Faculty Institute Kickoff was last Friday, Oct. 18th supported via ESUs through a last-time agreement with the District and each of the colleges.</li> <li>Data mentors (via CRPP IBP grant) are meeting with instructional programs with disproportionate impact reports of student outcomes by student groups for program review and strategic planning. Intention is to for programs to spend less time on the analysis of data and more so to delving into and planning activities and actions that support groups that are negatively impacted.</li> </ul>
<b>Instructional Services Update</b> (5 min) Spradley	N/A

<b>Student Services Update</b> (5 min) Carter	<ul style="list-style-type: none"> <li>• Student Hiring Fest / Career Fest was held today; over 300 students. Lots of referrals and also donated interview clothing (suits, dresses, shoes, etc). Monitored via HandShake.</li> <li>• Hiring additional career counselor to assist students with the hiring/career cycle. Kudos to that team and Dean Krauss for their commitments.</li> <li>• Spring Registration and enrollment open at Midnight, December 4<sup>th</sup></li> <li>• Deadline for NANCE Spring Hiring is today (10/23)</li> </ul>
<b>SDCCE Foundation</b> (5 min) Foy	N/A
<b>Roundtable</b>	<ul style="list-style-type: none"> <li>• Suggestion of navy-blue student injury folder / training (reference to student fainting during class) <b>Action Item: VP Sabanos to investigate sending/providing protocol for injury/accidents on Campus.</b></li> <li>• AFT Fall Festival being held (Know Your Rights) within the next few weeks. Stay tuned for emails/programs. Next meeting is virtual on Zoom on November 13<sup>th</sup></li> <li>• MEETING CONCLUDED AT 3:29PM</li> </ul>

### [SDCCE Important Dates](#)

#### **SCHEDULE OF MEETINGS EXECUTIVE GOVERNANCE COUNCIL (EGC) SEPTEMBER THROUGH DECEMBER 2024**

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

September 11 **Virtual**  
September 25 **CE Headquarters**

October 09 **Virtual**  
October 23 **CE Headquarters**

November 13 **Virtual**  
November 27 **No Meeting**

**December 11 Virtual (time conflicts w/ DGC) new time 1pm – 2:30pm**

December 25 **Winter Break Hiatus**