



EGC Meeting Agenda/Minutes

Date: November 19, 2025

Meeting Start: 2:30 pm

Person Recording Minutes: Desiree Redulla

MEMBER NAME	TITLE	PRESENT/ABSENT/PROXY
Dr. Tina M. King	CCE President	Y
Dr. Masa Omae	CCE Vice President, Instruction	Y
Dr. Shakerra Carter	CCE Vice President, Student Services	Y
Jacqueline Sabanos	CCE Vice President, Administrative Services	Y
Dr. Richard Weinroth	President, Academic Senate	Y
Kelly Metz-Matthews	Vice President, Academic Senate	Y
Stacy Surwilo	Treasurer, Academic Senate	Y
Dr. Rachel Rose	Chair of Chairs, Academic Senate	Y
Catherine Shafer	Dean of Deans	Y
Dr. Esther Anthony-Thomas	President, Classified Senate	Y
Trenton Romero	Vice President, Classified Senate	Absent
Mitza Lindsey	Treasurer, Classified Senate	Y
Neil Kovrig	Member at Large, Classified Senate	Y
Yahir Mendez	President, ASCCE Student Trustee	Absent

GUEST NAME	TITLE	PRESENT/ABSENT/PROXY
Dr. Tami Foy	Executive Director, SDCCE Foundation	Y
Esteban Alvarado	Chair, DEIAA	Y
Carla Grosini-Concha	Professional Development Coordinator	Y
Brenna Leon-Sandeford	Public Information Officer	Y
Ricardo Montanez	CS Senator	Y
Brandi Bass	Secretary, Academic Senate	Y

PRESENTATIONS	PRESENTER	TIME CERTAIN
N/A		

Action Items	
Review of Meeting Minutes for October 22, 2025	Approved

President's Updates	
President King – Chair	<ol style="list-style-type: none">1. SDCCE ECC – Campus will be the pilot for the access and lock program<ol style="list-style-type: none">a. Approved at the Board meetingb. The understanding is that the COS will be the point of contact.c. Working with the vendor to ensure that there is a manual process put in place.2. 36-hour pilot parameters – Managers (PC)

	<ul style="list-style-type: none"> a. Effective January 3, 2026 b. PC (managers) are working on the parameters <p>3. Holiday Party</p> <ul style="list-style-type: none"> a. Friday, December 12, 2025; Double Tree Hilton Mission Valley; 4pm – 6pm b. Please RSVP; DeeDee will send out the information to EGC <p>4. SPAA Unionized/Shared Governance</p> <p>5. Bond Presentation to EGC – December meeting</p> <ul style="list-style-type: none"> a. Mariana Toma will come in every quarter to give updates for the bond projects. <p>6. Governance Handbook</p> <ul style="list-style-type: none"> b. Jessica Luedtke will present to EGC for approval at the December EGC meeting.
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Governance Updates

Academic Senate Update (5 min) Weinroth	<ul style="list-style-type: none"> 1. Pres. And VP went to the plenary and sent out links to the faculty. <ul style="list-style-type: none"> a. Passed a resolution that noncredit should be worked on by noncredit institutions. b. President and VP attending a noncredit regional meeting today. c. Rose: Attended the Program Chair meeting yesterday from the region; It included information on Gemini, etc.: d. AFT Faculty survey for negotiations has gone out. Includes the negotiations for 11-month for program chairs and non credit faculty. e. Metz-Matthews: We have ASCCC Liaisons that have started at ECC – They are doing fantastic work, happy to have them liaising between CE and ASCCC.
Classified Senate Update (5 min) Anthony-Thomas	<ul style="list-style-type: none"> 1. Met w/ Chancellor for lunch 2. Chancellor is joining them at VEBA for the retreat, will be inviting members from the board and SDCCE Exec. Team can join. 3. CS is having a hangout this Friday 4. Chancellor Smith will be paying for attendees at the Classified Senate State conference. 5. Spoke w/ Carla Grossini-Concha regarding Professional Development and STAR conference, will be meeting soon.
ARC (5 min) Carter/Omae	<ul style="list-style-type: none"> 1. State Chancellor's office will have a credit for prior learning training in January and will invite the members of the ARC committee 2. Working with the district to update the online class schedule
Budget Committee (5 min) Sabanos	<ul style="list-style-type: none"> 1. Met on November 3, 2025 <ul style="list-style-type: none"> a. Updates on key categorical programs and financial areas b. Reviewed the 2024–2025 actuals and concluded with a discussion on the Request for Resources process c. Presentations on Student Equity and Achievement (SEAP), WIOA, CAEP, Strong Workforce, and CalWORKS
Professional Development Committee (5 min) Grossini-Concha	<ul style="list-style-type: none"> 1. Met with the committee this week <ul style="list-style-type: none"> a. Reported out on the Community Conversation events; b. Great responses and conversations with the attendees

	<p>c. Holding another event on Dec.</p> <p>d. Conversations will roll into spring.</p> <p>2. PD Sharepoint: Project Analyst, Janielle and Margaret are working on getting this up and ready.</p> <p>3. Star Conference Planning committee met today</p> <p>a. Sustained in Unity – Community connection; created sessions and ideas; possible panel of students who transition to Classified Professionals; Possibility of Classified presenters that share more about their journey</p> <p>4. Spring Institution Day – January 20, 2026</p> <p>a. SD Library</p> <p>5. This Friday, holding a Social Identity workshop – 1230pm – 200pm</p>																				
Safety & Facilities Committee (5 min) Sabanos	<p>1. Meeting Dec. 4, 2025</p> <p>a. Review of the Emergency action plan</p> <p>b. The Board approved the hiring of Convergint Technologies, LLC to install a new districtwide access control system</p> <p>c. Conversion technology – Locking mechanism</p>																				
Technology Committee (5 min) Sabanos	<p>1. Tomorrow via zoom</p> <p>a. Updates on single sign on and tokens</p> <p>b. New AVC will be joining the meeting</p> <p>c. Resource request process</p> <p>d. Tech Hub hours remain the same</p>																				
	<table border="1"> <thead> <tr> <th rowspan="2">CE Tech Hub Location</th> <th colspan="2">Tech-Hubs Operating Hours</th> </tr> <tr> <th>Shift 1</th> <th>Shift 2</th> </tr> </thead> <tbody> <tr> <td>CE Mid-City</td> <td>10am - 2pm (M-F)</td> <td>4pm - 7pm (M-Th)</td> </tr> <tr> <td>ECC</td> <td>10am - 2pm (M-F)</td> <td>N/A</td> </tr> <tr> <td>CE (Mesa Campus) *</td> <td>10am – 2pm (M-Th) 10am – 1pm (F)</td> <td>N/A</td> </tr> <tr> <td>CE (Miramar Campus) *</td> <td>10am – 2pm (M-Th) 10am – 1pm (F)</td> <td>N/A</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Technicians are at the Tech Hub desks for the most part during these hours. *CE at Mesa & Miramar campuses use Mesa & Miramar Tech-Hubs.</p>	CE Tech Hub Location	Tech-Hubs Operating Hours		Shift 1	Shift 2	CE Mid-City	10am - 2pm (M-F)	4pm - 7pm (M-Th)	ECC	10am - 2pm (M-F)	N/A	CE (Mesa Campus) *	10am – 2pm (M-Th) 10am – 1pm (F)	N/A	CE (Miramar Campus) *	10am – 2pm (M-Th) 10am – 1pm (F)	N/A			
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College Updates																					
Administrative Services Update (5 min) Sabanos	<p>Bond Projects:</p> <p>ECC Building Trades (Welding Renovation)</p> <ul style="list-style-type: none"> Planning with the building consultants is ongoing. Schematic Design is underway. Soil testing at the welding yard was completed on Friday, 11/14. Discussions exploring different swing space considerations are underway. Cost estimates for expansion and enclosure of the existing canopy space are in progress. Leadership approved program refinement for additional 3,000 SF state-of-the-art automation/robotics labs. <p>ECC Ceramics</p> <ul style="list-style-type: none"> Design is ongoing, with Construction Documents underway. Additional soils testing between Buildings A & B was completed on Friday, 11/14. Discussions exploring different swing space considerations are underway. 																				

	<ul style="list-style-type: none"> • Targeting December 2025 for DSA (Division of the State Architect) submittal. <p>ECC Community Room Renovation</p> <ul style="list-style-type: none"> • Design is ongoing, with Construction Documents underway. • Project schedule is trailing behind the ECC Ceramics project as construction of the new Community Room is tied to the completion of the new Ceramics space. • Preliminary plans for the new office space were reviewed with the Foundation Director last week. • Targeting June 2026 for DSA (Division of the State Architect) submittal. <p>ECC Seismic Upgrades</p> <ul style="list-style-type: none"> • The Design Team is performing a seismic evaluation of the main building as part of a standard procedure required by DSA (Division of the State Architect). • Site walk was held with the project stakeholders to review and mark out the specified locations for material testing & exploratory assessment. • All testing to be scheduled on Fridays, Saturdays, and observed holidays to minimize campus impacts. <p>CE Mesa Campus Building Envelope Improvements</p> <ul style="list-style-type: none"> • Feasibility Report of the exterior building was completed. • Cost estimates for the full enclosure of the existing stairwells have been submitted. • Design Kick-Off Meeting to be scheduled with the Project Stakeholders upon Notice to Proceed. <p>Mid-City Expansion</p> <ul style="list-style-type: none"> • Individual Focus Group Meetings have been completed. • Design Team is refining conceptual layouts to review with Project Stakeholders. • Final Report to be submitted to Leadership in December 2025. • Targeting January 2026 for approval of conceptual design. • RFQ to be issued for Design-Build Services in March 2026. <p>Mid-City Renovation</p> <ul style="list-style-type: none"> • Individual Focus Group Meetings have been completed. • The Design Team is refining conceptual layouts to review with Project Stakeholders. • Final Report to be submitted to Leadership in December 2025. • Targeting January 2026 for approval of conceptual design. • Leadership to review and discuss project phasing upon approval of conceptual design. <p>West-City Expansion</p> <ul style="list-style-type: none"> • Individual Focus Group Meetings are ongoing. • Design Team is refining conceptual layouts to review with Project Stakeholders in December 2025. • Targeting December 2025 for approval of conceptual design in order to kick-off Schematic Design.
BOT Meeting Update (5 min) Sabanos	1. Nothing to report
Dean of Deans (5 min) Shafer	1. Met yesterday, nothing to bring to EGC

	<ol style="list-style-type: none"> 2. Proceeding with the manager handbook (still looking for the correct title) Will have input from all constituents 3. Created a MS Teams folder for folks to review 4. 3 Instructional Deans attending the Vision 2030 Convening in December.
DEIAA (5 min) Alvarado	<ol style="list-style-type: none"> 1. Meeting tomorrow from 1230 – 2pm 2. Planning a retreat in December to engage in equity work 3. Excited for the Spring Tim Wise Community Conversations
Instructional Services Update (5 min) Omae	<ol style="list-style-type: none"> 1. COR (Course Outline of Record) <ul style="list-style-type: none"> a. Ensuring we are in compliance b. Held 2 in-person events on Monday, Nov. 17th; will be holding a virtual event at 4pm today. 2. Enrollment <ul style="list-style-type: none"> a. Reviewing with the Deans
SDCCE Foundation (5 min) Foy	<ol style="list-style-type: none"> 1. Partnering with Basic Needs for Food/Toiletry Drive
Student Report (5 min) Melendez (N. Kovrig)	<ol style="list-style-type: none"> 1. All Colleges are in the process of planning Winter Wonderland event 2. Taking 3 students for the Advocacy Academy in December 3. December 15th – Re:
Student Services Update (5 min) Carter	<ol style="list-style-type: none"> 1. First ever Student Services newsletter (Quarterly) <ul style="list-style-type: none"> a. Thank you to Anthony Ganio b. SS Intranet is available 2. Thank you to Dr. Foy for her support with the Basic Needs Department <ul style="list-style-type: none"> a. Working to create spaces at all the campuses <ul style="list-style-type: none"> i. To include micro pantries at 4 of our campuses b. Looking for space for a Refrigerator at Chavez 3. Resources due to the Government shutdown <ul style="list-style-type: none"> a. Will be giving gift cards to students (100) – 4. Toys for Tots <ul style="list-style-type: none"> a. Expanding to any of our students who are in need and complete the necessary forms
Roundtable	<p>Hope everyone was able to join the ECC Ceramics Sale today (King)</p> <p>Scholarship applications will be available by the first week of December (Kovrig)</p> <p>Will inquire about parking for our upcoming Commencement (Kovrig)</p> <p>2nd floor at Chavez has a gratitude tree, please stop by (Shafer)</p> <p>Thank you everyone, Climate Survey closing soon (Thomas)</p> <p>CS is moving forward with the 9+1 (Thomas)</p> <p>Need to start the conversation on the Star Conference – June 11th (Grossini)</p>

Important Annual Dates

**SCHEDULE OF MEETINGS
EXECUTIVE GOVERNANCE COUNCIL (EGC)
September through December 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

September 10 **CE Headquarters**
September 24 **Virtual**

October 08 **Virtual**
October 22 **CE Headquarters**

November 19 **Virtual (Original date 11/12 Conflicts w/ DGC)** approved 10/22
November 26 **No Meeting**

December 17 **Virtual (original date 12/10 conflicts w/ DGC)** approved 10/22
December 24 **Winter Break Hiatus**