

# San Diego College of Continuing Education

## EGC Meeting Agenda/Minutes

**Date:** February 12, 2025  
pm

**Meeting Start:** 2 : 3 9

**Person Recording Minutes:** Desiree Redulla

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

PRESENTATIONS	PRESENTER	TIME CERTAIN
None		

ACTION ITEMS	
Review of Minutes for December 11, 2024 (Resource Folder)	Approved

## Reports

DEPARTMENT	AGENDA ITEM
<b>President's Update</b> President King	<ol style="list-style-type: none"><li>1. Enrollment review (Resource Folder)</li><li>2. Chancellor's Spring Forum<ol style="list-style-type: none"><li>a. March 5, 2025</li><li>b. ECC Room 169</li></ol></li><li>3. AP 3721 DL Charts (Resource Folder)<ol style="list-style-type: none"><li>a. District Policy</li><li>b. CE DL Chart<ol style="list-style-type: none"><li>i. Many concerns about how information and communications will get across to all of our campuses. President King has shared that she tried advocating for approvers at our campuses however the District is only allowing 5 approvers from SDCCE (campus wide)</li><li>ii. AS and CS please provide your representatives by next week.</li></ol></li></ol></li><li>4. Date for Budget and Enrollment Management Symposium<ol style="list-style-type: none"><li>a. Feb. 25th 2:00pm 3:30pm – ECC Room 169</li></ol></li><li>5. Met w/ Asm. Ward, Chancellor Smith and J. Beresford to discuss categorical fund. ASM Ward is in favor of these dollars.</li><li>6. Sending out a follow up and formal request on IT</li><li>7. Happy Black History Month – Wonderful event earlier this month!</li></ol>
<b>Academic Senate Update</b> (5 min) Weinroth	<ol style="list-style-type: none"><li>1. Appreciation for Institution Day: Great Theme: Be Well: Dance Performance, Healthy Food, Panel on Students' preparedness</li><li>2. Welcome back Rachel Rose, Chair of Chairs</li><li>3. TPRC: Thank you Stacy Surwilo: Amazing leadership</li></ol>

	<p>4. Upcoming ESL Dean Screening Committee: Citizenship, Vocational, General Would like to request 3 reps from the faculty for this committee</p> <p>5. Thank you to Carla Grossini-Concha for the 30-day gratitude challenge</p> <p>6. Next meeting 2/18 in-person 3:00-5:00pm at ECC 188</p>
<b>Classified Senate Update</b> (5 min)	<p>1. Special Presentation: Dr Carter- impacts.</p> <p>2. Institutional Day promoting participation</p> <p>3. STAR Conference preparation</p> <p>4. Classified Senate Scholarships on the agenda for the next CS meeting</p> <p>5. Next meeting 2/18 on Zoom at 2:00pm</p>
<b>Student Report</b> (5 min) Zuniga	No report
<b>Administrative Services Update</b> (5 min) Sabanos	<p>Preparation for Theatre Remodel—bid walk March 4 and 7 everything must be cleared out.</p> <p>Construction Zone Map—approval of pedestrian signage plan</p>
<b>BOT Meeting Update</b> (5 min) Sabanos	<p>5 items going to BOT February 20, 2025 meeting: 1.SDAERC appointment 2. WIOA funding decrease \$724,503 3. WIOA funding increase \$29,876 4. Director of IT to Director of College Technology Services 5. Theatre Director</p>
<b>Budget Committee</b> (5 min) Sabanos	<ul style="list-style-type: none"> <li>Resource Request Process 118 Requests. The process is proceeding according to timeline. Budget managers review, Technology Committee and Safety and Facilities Committee review occurring now</li> <li>Budget constraints: SEAP cut last year of \$723,965 with escalating contract salaries. WIOA cut \$724,503 going to BOT of 2/20/2025. CAEP no COLA with escalating contract salaries. No PPIS funding and Student Retention and Enrollment funding has ended.</li> <li>In 2023-2024 SDCCE was funded for less than half of the revenue we generate. SDCCE's allocation as a % of revenue generated is 49.20% meaning we generate \$70,404,836 for the District but only receive \$34,638,128. In comparison, Miramar's allocation as a % of revenue generated is 68.83% meaning they generate \$68,609,620 and receive \$47,220,900. City College generates \$73,689,760 and receives \$49,604,237 which is 67.31% and Mesa generates \$103,727,474 and receives \$71,450,227 which is 68.88% of the revenue.</li> <li>SDCCE is the only college that receives a lower percentage in the allocation than the revenue it earns.</li> <li>CE currently has a high number of NANCE employees, which is placing a significant strain on our budget. We need to assess our staffing levels to ensure sustainability while continuing to meet operational needs effectively. NANCE costs for the July-December 2024 period were \$1,623,010. To manage costs more effectively, we made adjustments to the hours for the spring semester while striving to maintain essential services and support. The projected costs for the spring \$1,206,566.</li> <li>VP Sabanos will work with Dr. Weinroth and Dr. Anthony Thomas on advocating for SDCCE at the BOT meetings. She will provide documents as needed.</li> </ul>
<b>Safety &amp; Facilities Committee</b> (5 min) Sabanos	Next meeting February 27, 2025 2:00 PM-3:00 PM via Zoom
<b>Technology Committee</b> (5 min) Sabanos	Next meeting February 20, 2025 2:00 PM-3:00 PM via Zoom
<b>Professional Development Committee</b> (5 min) Luedtke	<p>1. Visits to instructional program meetings re: changes to Flex procedures &amp; research support for instructional programs.</p> <p>2. Disability Aware Training - Friday, 2/21 at NCC Rm 211 -see Carla's email for reg info</p> <p>3. 30-Day Gratitude Challenge -2/6 - 3/7 -SDCCE employees from 6 of the campuses already participating!</p> <p>4. IEPI Partnership Resource Team 3<sup>rd</sup>, final visit on 2/27 at ECC to discuss progress on I&amp;E Plan. Update on Spring Institution Day community feedback – over 200 participants</p>

<b>Institutional Effectiveness</b> (5 min) Luedtke	<ol style="list-style-type: none"> <li>1. Strategic Plan Update Reports for District Strategic Planning Committee to support updating District's strategic plan. Cyclically supported through Planning Committee &amp; PRIE via Anthology. Positive or no feedback received from EGC groups. Docs in resource folder. Will provide reports to the OIEI.</li> <li>2. PRPC: Research Subcommittee interest connect with Research &amp; Planning Analyst, Juan Salcedo</li> </ol>
<b>Instructional Services Update</b> (5 min) Omae	<ol style="list-style-type: none"> <li>1. Welcoming Carolyn McGavock as the Interim Dean of ESL <ol style="list-style-type: none"> <li>a. Recruitment of permanent ESL Dean</li> </ol> </li> <li>2. MAP/Credit for Prior Learning</li> <li>3. Faculty Evaluation</li> </ol>
<b>Student Services Update</b> (5 min) Carter	<ol style="list-style-type: none"> <li>1. Scholarship</li> <li>2. Commencement</li> </ol>
<b>SDCCE Foundation</b> (5 min) Foy	
<b>Roundtable</b>	

### [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 Virtual Time conflicts with DGC propose new time 1pm – 2:30pm**  
April 23 **CE Headquarters**

May 14 **Virtual**  
May 28 **CE Headquarters (Last Meeting)**