

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL**

**March 13, 2013**

**Members Present:**

1. Anthony E. Beebe, Ed.D., President, Continuing Education
2. Brian E. Ellison, Ed.D., Vice President, Instruction and Student Services
3. Bob Parker, Vice President, Administrative Services
4. Ingrid Greenberg, President, Academic Senate
5. Timothy Pawlak, Vice President/President Elect, Academic Senate
6. Marie Doerner, Chair of Program Chairs, Academic Senate
7. Neill Kovrig, President, Classified Senate
8. Rita Avila, Past President, Classified Senate
9. Mary LeDuc, Vice President, Classified Senate

**Members Absent:** None.

**Guests:** None.

**Action Notes:** February 27, 2013 Action Notes approved *Kovrig/LeDuc MSP*.

**Reports and Recommendations**

**President's Report**

No Report.

**Administrative Governance Council Report**

No report.

**Academic Senate Report**

Ingrid Greenberg distributed three source documents of information that had already been shared with Academic and Classified Senates. This information was reviewed by the Academic Senate during their resolution development in moving forward with advocacy for noncredit programs:

1. *Recommendation 4.1*, from the January 12, 2012 Student Success Task Force, the final document from the State Chancellor's Office. Recommendation 4.1 states: "Highest priority to course offerings shall be given to credit and noncredit courses that advance student's academic progress in the areas of basic skills, ESL, CTE, degree and certificate attainment, and transfer, in the context of labor market and economic development needs of the community."
2. The Student Success Act that was signed in September 2012. Noncredit adult education was referenced, Sec.2. e. (1). "...Students enrolled in the noncredit courses designated by Section 84757."
3. California Education Code, Section B84757-9, reflects noncredit programs (which include Parenting and Older Adult) are funded.

The Academic Senate will address the referenced information in the resolution they are drafting at their next meeting scheduled Tuesday, March 5. It was noted that the formation shared reflects that this issue has already been addressed and settled, and is now being rehashed in Governor Brown's Trailer Bill. Neill Kovrig volunteered to review the Student Success Act and provide feedback/perspective to the Academic Senate.

Dr. Ellison was asked if the Academic Senate was on track with their interpretation that legislation confirms that all noncredit programs are funded. He stated that there were other efforts occurring in 2012 at the same time as the Student Success Task Force Memoranda coming from the State Chancellor's Office were issued regarding class offerings (i.e., eliminate Older Adult classes). Continuing Education classes and course offerings were reassessed at that time to be in compliance with State requirements.

### **Classified Senate Report**

Neill Kovrig distributed a draft resolution regarding the state budget proposal and proposed changes in support of noncredit programs. The first reading of the document was at the March 11 Classified Senate meeting. Edits and adjustments if needed will be made at the next scheduled meeting.

It was reported that Classified Senate will establish 6 scholarships at \$150. Academic Senate Vice President/President Elect, Timothy Pawlak attended the Classified Senate meeting and shared ideas for future funding for scholarships. One idea was a joint effort between Academic and Classified Senate to provide a leadership award. This idea and others will be further discussed.

It was also reported that Neill attended the statewide Classified Senate meeting held at Mesa College. He was able to share what was happening at Continuing Education and the positive relationship between Academic and Classified Senates.

Classified Senate requested and was given permission to hold a raffle fundraiser at the Hail and Farewell scheduled at the end of the semester.

The next Classified Senate meeting is scheduled for April 29 at the CE Mesa Campus. At that meeting scholarship submissions will be reviewed, as well as the election process for new senators.

## **Ongoing Business Items**

### **Strategic Action Areas**

President Beebe reported the Strategic Action Areas had been distributed and he received a positive response from Continuing Education faculty and staff, as well as from the Chancellor and Board of Trustee members. The next step is to reconcile and integrate the Action Areas with the existing plan so as not to disrupt the strategic planning process already underway. Marie Doerner will discuss this at the Program Chair meeting scheduled next week.

## **Instruction & Student Services**

### **Governor's Omnibus Education Trailer Bill**

Ingrid Greenberg distributed pages 50-54 of the Governor's Omnibus Education Trailer Bill. She wanted the council to be aware that Page 51, number 2 referenced the mechanism for community college districts to receive funding and, numbers 3 and 4 lined out areas that impacted noncredit. Though there is no way to know what this means at this time, it may be proposed that the way noncredit is funded in the future may be changed from FTES to a block grant method. If anything is heard on this topic it will be shared with the group.

### **Policy 3100**

Neill Kovrig inquired about the process for reporting disruptive students in office areas. Disruptive students, no matter where they are on campus, fall within Policy 3100 and should be reported on the Policy 3100 form and then given to Dean Heller for process and follow-up. It was noted the form is a district form and geared more toward classroom behavior. President Beebe will review the form and discuss the content with Vice Chancellor Lynn Neault. Then, if appropriate the form will be taken to the District Governance Council (DGC) for review and discussion. He will report back his findings at a future meeting. In the meantime, in order to be more consistent, Office Managers and classified staff will be provided more information regarding Policy 3100 violations and the process/procedures to follow.

## **Board of Trustees Meeting**

The next Board of Trustees meeting is the Continuing Education campus meeting scheduled tomorrow. President Beebe encouraged attendance at the Board of Trustees' Open Door session scheduled from 3:30 – 4:00, in Room 144. The campus program begins at 4:00 and includes remarks from Academic and Classified Senates as well as presentations on Stop the Hate, Global Corporate College and community connections.

Also scheduled at Continuing Education in March is the Joint SDCCD/Unified Board Meeting at ECC on Tuesday, March 19 beginning at 5:00. Council members were also encouraged to attend this meeting if their schedule allowed.

## **Finance, Grants, & Operations**

### **District Budget Committee**

Ingrid Greenberg reported she took the Omnibus Education Trailer Bill, pages 50-54 to the District Budget Committee meeting to share and make the committee aware of the information. She let the committee know that Continuing Education's Older Adult program represents 16% of Continuing Education's FTES, which is a significant amount. Head count is also significant and that number will be sent to Academic Senate Vice President/President Elect Timothy Pawlak so he can report the information at the next District Budget Committee meeting.

## **Facilities & Police**

No report.

## **National, State, Regional & Community Issues**

No report.

## **Conferences, Events & Information**

President Beebe announced the President's Office would be purchasing tables this year for the Annual Harvey Milk Breakfast scheduled the Friday before Memorial Day Weekend. He asked the Council if there would be enough interest to have a good showing from Continuing Education. The response was positive there would be enough interest to fill 2 tables.

## **Legal/Legislation**

No report.

## **Re-Engineering:**

No report.

## **National, State, Regional & Community Issues**

No report.

## **Round Table:**

Ingrid Greenberg reported the Academic Senate leadership is feeling stretched and they are exploring options within their constitution to bring on a second vice president position.

Neill Kovrig shared he has requested to attend the Statewide Classified Leadership Institute in June.