

**SAN DIEGO CONTINUING EDUCATION
EXECUTIVE GOVERNANCE COUNCIL**

April 10, 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. Mary LeDuc, Vice President, Classified Senate

Members Absent: Rita Avila, Past President, Classified Senate

Guests: None.

Action Notes: March 13, 2013 Action Notes approved with corrections *Pawlak/LeDuc MSP*.

Reports and Recommendations

President's Report

President Beebe provided a follow-up regarding the inquiry from the last Executive Governance Council (EGC) meeting concerning Policy 3100, *Student Rights, Responsibilities and Administrative Due Process* as it pertains to classified staff removing disruptive students from office areas. He conferred with Vice Chancellor Lynn Neault and it was found that there are no provisions in the law or California Education Code for staff to remove disruptive students from any area on campus. If staff encounters a disruptive student they should immediately call the police and/or dean to handle the situation. This information will be shared with classified staff and deans.

President Beebe announced Continuing Education's (CE) League for Innovations in the Community College, Innovation of the Year Award submission is Bias Incident Response Team (BIRT) and Stop the Hate Campaign. President Beebe thanked Ingrid Greenberg and Neill Kovrig for all their efforts coordinating CE's submission.

Administrative Governance Council Report

No report.

Academic Senate Report

Ingrid Greenberg distributed and reported on several handouts:

1. *Motion to Amend CE Academic Senate Constitution Bylaw:* The Academic Senate is seeking to amend their bylaws so the CE Faculty Curriculum Chair and CE Faculty Co-Chair shall

serve as officers on the CE Academic Senate Executive Committee, and have voting rights on said committee. The motion also calls for ratification by the CE Academic Senate voting delegates.

2. *45th Spring Session Resolutions for Discussion on April 18, 2013*: Under 13.0, General Concerns, Resolution 13.01, *S13 Support for Local Control in Noncredit Instruction Areas*: CE and North Orange Community College presented similar draft resolutions at the Area D meeting on March 30. After discussion at that meeting, it was decided that the resolution to be put forth at the Spring Plenary would be the draft created by North Orange. A major area the two resolutions differed was on the number of noncredit areas. North Orange referenced ten, taken from the State Chancellor's Course and program Handbook, March 2013. CE's draft reflected nine, which is reference in the Student Success Act of 2012 and Governor's Trailer Bill. When North Orange's resolution was presented to the CE Academic Senate for review, it was determined that some of the language in the second paragraph was in need of revision. Since the document is still in draft form, instructors Roma Weaver and Helen Greenbergs will submit the revisions to Candace Lynch-Thompson of North Orange for consideration. Along with this revision it was noted that the language of the resolution should align with the language of the Trailer Bill, and reflect the "nine" areas of noncredit programs. This change will also be submitted for consideration.
3. *Chancellor's Course and Program handbook, revised March 2013, Noncredit Courses*, was distributed. This document reflects "ten" noncredit programs. Vice President Brian Ellison stated that the Chancellor's Handbook was an internal document used by practitioners to move courses and programs through the system. The tenth noncredit category was created with the advent of SB 361 and is funded; however, Workforce Preparation is not a recognized noncredit category under the California Education Code, which includes nine categories.

Classified Senate Report

Neill Kovrig reported the next Classified Senate meeting will be held on Monday, April 29, at the CE Mesa College Campus. At that meeting the resolution regarding support of noncredit programs drafted by the Senate will be finalized. The resolution will then be submitted to the Statewide Classified Senate. Neill will try and attend part of the meeting of the senates scheduled at Santa Rosa College next week as he will be in the area.

Neill announced he received notice that the Classified Senate of San Diego Continuing Education has been named "Model Classified Senate" by the California Community College Classified Senate, the statewide organization for ensuring classified participation in shared governance. The award presentation will take place at the Classified Leadership Institute in June. Also, Outstanding Classified Employees of the Year will be honored at that meeting. Once the CE recipient has been identified, Neill and Mary LeDuc will be given the information to forward to the Institute.

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.

Instruction & Student Services

Governor's Omnibus Education Trailer Bill

President Beebe reported on the advocacy efforts of Continuing Education, the District and other institutions regarding the Governor's Trailer Bill:

- Academic Senate Resolution
- Classified Senate Resolution
- 3/04/13: Monday Message: Sausage Making
- 3/14/13: Position Paper: Constance & Anthony
- 3/21/13: Letter to Governor Brown from Legislators (Rancho Santiago Lead-kudos to VP Parker)
- 3/22/13: Presented SDCCD Position to CCLC CEO Board, State Chancellor & CCLC
- 4/12/13: Met with Governor's staff in Sacramento with Chancellor, delegation of cc districts
- 5/03/13: Presented Position Paper to CCCT (i.e., California Trustees)

President Beebe was asked to clarify with Greg Schultz, Provost of North Orange Community College, how he interprets the Education Code versus the Chancellor's Handbook relative to the noncredit areas. President Beebe will confer with Provost Shultz and report back.

Board of Trustees Meeting

The next Board of Trustees meeting is a special Board Retreat with the Chancellor and Presidents scheduled for Thursday, April 18, at USD. President Beebe will report on CE's high points and challenges, opportunities, milestone plans and events, foundation plans, and alumni plans. President Beebe thanked Council members for their input.

Finance, Grants, & Operations

No report.

Facilities & Police

No report.

National, State, Regional & Community Issues

No report.

Conferences, Events & Information

President Beebe announced the annual Hail and Farewell event will be held on Monday, June 3, at CE Mesa College Campus. President Beebe requested nominations for the President's Leadership Awards presented at the event. Kim Laramie will email the criteria to the council members.

Legal/Legislation

No report.

Re-Engineering:

No report.

National, State, Regional & Community Issues

No report.

Round Table:

Ingrid Greenberg reported that the immigration reform has been in the news and there could be an onslaught of returning ESL students. Currently CE is experiencing a trend of students returning with their “correct” names in order to establish a track record so as to be prepared if the legislation passes. This is creating some difficulty for staff as there is not an efficient system in place at this time for reconciling the different information for the increased number of these students. This subject will be discussed at the Classified Senate meeting and raised at a future District Governance Council meeting.

Ingrid shared that there was a Mental Health presentation at the last Board of Trustees meeting. President Beebe and Dean Brian Stockert presented information on behalf of CE. Ingrid shared that CE has the Bias Incident Response Team (BIRT) overlap. She also suggested accommodating City College students on campus by offering mental health services at ECC. Marie Doerner also shared it was problematic for College DSPS students who come to ECC DSPS services.

Marketing materials to promote the extended summer session was requested. Vice President Ellison is already working with the PIO Office to provide the materials.

Vice President Bob Parker announced the period for applying for the Senior Office Manager position has closed. In regard to the two Accounting Technician positions, there is a potential transfer for one. Dependent upon the outcome, there will be a posting for one, or both positions. One position may be split between Mid-City and West City Campuses.

The revised CE Governance Handbook was distributed.