

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL  
September 25, 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. Timothy Pawlak, President, Academic Senate
5. Ingrid Greenberg, Past President, 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:**

1. Rita Avila, Past President, Classified Senate

**Guests:** Brian Stockert, Dean

**Action Notes:** September 11, 2013, Special Meeting Action Notes postponed to next meeting.

**Reports and Recommendations**

**President's Report**

President Beebe reported that he, Vice President Ellison and Counselor Stephen Flores attended the Student Success and Support Program Implementation Summit in Sacramento on Monday, September 23, and Tuesday, September 24. The summit was held to support college planning and implementation efforts for the Student Success and Support Program (SSSP). Each college was invited to send a team of three representatives to hear presentations and participate in discussions about SSSP topics that included: program and budget requirements, new funding guidelines, MIS data elements, as well as the latest assessment, orientation, counseling, advising, and student education planning strategies.

**Administrative Governance Council**

No report

**Academic Senate Report**

No report.

**Classified Senate Report**

No report.

## Ongoing Business Items

No report.

## Instruction & Student Services

### SB 1456

Dean Brian Stockert provided a power point presentation on Senate Bill 1456, Student Success Initiative. (copy attached)

## Academic Calendar

A draft of the proposed Continuing Education Academic Calendar for the 2014-2015 academic year was distributed for review. A consensus to recommend the following changes was reached:

- Add December 17, 2014, as an instructional day in Fall
- Begin Summer Session on Monday, June 8, 2015.

## Faculty Position Hiring Process

President Beebe reported that he and Vice President Ellison have discussed the faculty hiring process, and it was determined that any information the Office of Instruction and Student Services has will be made available to the Academic Senate. President Beebe is asking in return that the Academic Senate share any information regarding this process with the Office of Instruction and Student Services. This will ensure synchronization and transparency with the system. President Beebe apologized if this did not occur with the recent faculty priority hiring recommendation process.

The possibility of “dual” disciplinary hiring for faculty was discussed. The idea was raised of looking at the hiring of faculty members with qualifications to teach in two or more disciplines in programs that are at risk. However, this could be expanded to include all programs in the future. If this idea is worth pursuing, a dialog with Human Resources will need to be started.

**ACTION ITEM: This item will be taken back to the October 15 Academic Senate meeting for discussion to see if the Senate would like to pursue the idea of a “dual” disciplinary hiring option to address the at-risk programs, and report back to EGC.**

**ACTION ITEM: Vice President Parker will speak with Human Resources and find out if this is a viable idea and report his findings to President Beebe and Academic Senate President Pawlak.**

## Regional Adult Consortium

President Beebe gave a report on the Regional Adult Consortium Program that came out of the Governor’s Budget, May Revision. The program is a consortia of community college districts and K-12 Adult districts for the purpose of developing regional plans to better serve the educational needs of adults. \$25 million “upfront” money will be spread throughout the state to develop and implement these consortia, with subsequent ongoing funds. President Beebe distributed a handout that reflected the eligibility and criteria of the program. It was noted that Continuing Education is providing four

out of the five services reflected in section (b). The RFP for the consortia is targeted to be released in late December, with an award date in March and program implementation in July. It was noted that it would be advantageous to merge the concepts of the Regional Adult Consortium Program and SB 1456 to create a model for implementation that would provide a seamless mapping for students to be successful in their endeavors.

**ACTION ITEM: Rudy Kastelic, consultant for Continuing Education, is working with President Beebe on the Regional Adult Consortium for Continuing Education. He will be invited to attend a future EGC meeting and provide information.**

Timothy Pawlak suggested it would be beneficial with SB 1456 for Continuing Education to capture data reflecting student success and present findings in a simplistic organized fashion early on. This could then dovetail with the Regional Adult Continuum RFP submission.

A question regarding duplicate records was raised. After a brief discussion it was determined that moving forward the focus will be on the accuracy of new students coming into the system. This will ensure accurate information is being captured for the students being served.

President Beebe requested a SARS demonstration at a future meeting. Neill Kovrig agreed to provide the demonstration.

**ACTION ITEM: Neill Kovrig will provide a SARS demonstration at a future EGC meeting.**

### **Class Scheduling Information**

Item tabled.

### **ABE/EGD/HS Institutional Policies and Procedures for Office Staff and Faculty**

Neill Kovrig shared that there was a an issue at Cesar Chavez Campus regarding student enrollment, with some faculty holding access codes and waiting lists for classes, bypassing the office process and procedures. A standardized process is needed to ensure that all faculty and staff are aware of procedures related to access codes and student enrollment.

### **Board of Trustees Meeting**

The next Board of Trustees meeting is scheduled for Thursday, September 26. The meeting will be held at City College and include their annual program to the Board.

President Beebe announced Continuing Education's annual meeting is scheduled for April 17, 2014, and is tentatively planned to be held at the new North City Campus. This will be confirmed as soon as logistics have been reviewed.

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

No report.

### **Facilities & Police**

No report.

### **Facilities**

No report.

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

No report.

### **Conferences, Events & Information**

President Beebe announced the following:

- Participatory Governance & Planning Conference: will be held on Friday, October 11 at the Joan Kroc Institute at USD. President Beebe distributed a list of invitees and requested Timothy Pawlak and Neill Kovrig review the list and contact Senate representatives that have not yet responded, and ask them to do so.
- Chancellor's Forum: will be held on Monday, September 30 at ECC, Room 169, 3:00 – 4:00 p.m. All are encouraged to attend.
- North City Campus Grand Opening: is scheduled for Wednesday, October 30, at 10:30 a.m.

### **Legal/Legislation**

No report.

### **Re-Engineering:**

No report.

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

No report.

### **Round Table:**

Classified Vice President Mary LeDuc inquired about the timeline for the Instructional Aid job announcements. Vice President Parker responded they would be out within the next two weeks.