

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL**

**ACTION NOTES**

**March 24, 2010**

**Members Present:**

1. Anthony E. Beebe, Ed.D., President, Continuing Education
2. Bob Parker, Vice President, Administrative Services
3. Esther Matthew, President, Academic Senate
4. Paul Richard, Vice President, Academic Senate
5. Gretchen Bitterlin, Chair of Program Chairs, Academic Senate
6. Rita Avila, President, Classified Senate
7. Pat Fernandez, Past President, Classified Senate
8. Holly Leahy, Vice President, Classified Senate

**Members Absent:** Brian E. Ellison, Ed.D., Vice President, Instruction and Student Services

**Action Notes:** Action Notes from March 10 2010, were approved as amended *M/S/P Avila/Bitterlin*.

**Reports and Recommendations**

**President's Report:**

- President Beebe announced State Superintendent Jack O'Connell would be touring the ECC Skills Center the following morning.

**Administrative Governance Council Report:**

Vice President Bob Parker reported that AGC reviewed the Program Discontinuance, Revitalization and Suspension process. A recommendation will be brought to the next EGC meeting.

**Academic Senate Report:**

Esther Matthew reported the following took place at the March 16 Academic Senate:

- Approved the Institutional Effectiveness Cycle – Swirl;
- Ranessa Ashton, representing the Marketing Committee presented the new plan for flyers used to promote CE classes, programs, events, etc.
- Reviewed the new Cornerstones, which was well received. It was requested that President Beebe send out a reminder that the current Cornerstones will not be forgotten, but are now institutionalized.

Paul Richard brought forth the concern that it appears 60% release time for the CE Academic Senate President is not enough time for the duties involved. This may be the reason there were not many nominations for current open positions. The time is based on a 40 hour work week. It was suggested that alternate ways of paying for these positions be explored.

**Classified Senate Report:**

No report.

Instruction & Student Services

No report.

Continuing Education Board Agenda Items

An informational Board Agenda Item regarding the Public Hearing to Enter into a Contract Without Competitive Bid to Replace ECC HVAC System will be presented at the March 25, 2010 Board of Trustee meeting.

Finance & Operations

**New Workforce Partnership Grant:**

President Beebe reported he was contacted by the Workforce Partnership to collaborate on a green energy/weatherization grant. City College was originally partnered on the grant, but can no longer participate. The grant is for \$127,000 and entails two cohorts of 30 students each going through the STAR Center, with a requirement of 20 graduates. It will be two five week courses, 100 hours of lecture and 20 hours of lab time each. There are other community colleges involved and the curriculum is already written. The timeline to begin is set for next fall. The one-stop career center will send the students to CE where they will be trained. The one-stop career center will then place the students after completion of the program.

**Participatory Governance Update:**

President Beebe distributed the Continuing Education Participatory Governance Structure diagram for review and updating. The diagram reflects the Continuing Education Committees governed under the participation structure, and the participatory process. Under Academic Senate the Faculty Development Fund Committee was added; under Administrated Governance Council VTEA was changed to Perkins Committee, and Safety & Facility Committee was added. Classified Senate kept their committee structure the same. Direct communications link was added to show communications to and from Academic and Classified Senates to and from the President.

An additional page was introduced reflecting Continuing Education's process within the District Shared Governance process. The diagram was well received with the caveat of centering the District Governance Council (DGC) box, and showing Academic and Classified Senate arrows to and from DGC. This page will be added to the CE Governance Handbook when it is revised. It was requested that arrows reflecting the line of communication from the

Human Resources & Contract Concerns

No report

Facilities & Police

**Academic Senate Resolution: Campus Closures at 7:00 PM**

Gretchen Bitterlin presented a resolution prepared by the Academic Senate regarding the 7:00 PM campus closures. The resolution lists the faculty's view of problems associated with the 7:00 campus closure. (See attachment). For each issue listed the Council discussed process and procedure. In the matter of safety and emergency concerns at Mid-City, the Council was reminded emergency buttons are located in every classroom. The Council was

also reminded the decision to close at 7:00PM was based on maximizing resources and coverage. Classified staff is limited and in an effort to accommodate our students' needs as well as faculty, this is at present, the best solution. President Beebe thanked the Academic Senate for their input and each campus will be looked at individually, to see if these concerns are viable.

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

No report.

#### Conferences, Events & Information

No report

#### Legal

No report.

#### Roundtable