

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL**

**ACTION NOTES**

**April 22, 2009**

**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. Esther Matthew, President, Academic Senate
5. Pat Mosteller, Past President, Academic Senate
6. Gretchen Bitterlin, Chair of Program Chairs, Academic Senate
7. Rita Avila, President, Classified Senate
8. Jose Hueso, Past President, Classified Senate
9. Holly Leahy, Vice President, Classified Senate

**Action Notes:** Action Notes from March 25, 2009, were approved. *M/S/P Matthew/Bitterlin.*

**Reports and Recommendations:**

**President's Report:** Anthony Beebe reported on the following:

**Enrollment Management**

President Beebe reported that Continuing Education is overenrolled and reminded the EGC that our charge from the District was to remain flat. We are up considerably more than we were at this time last year. President Beebe distributed the handout, *Updated 2008-09 FTES Comparison to 2007-08 Data as of April 8, 2009*. The information reflected Continuing Education being over the FTES projected target by 5.7%. The District is over enrolled by approximately 2000 FTES that is not reimbursable by the State.

An article from the Chronicle that summarized the continued budget crisis and shortfall of the state budget was distributed. Two additional handouts, *California Community Colleges 2008-09, Principal Apportionment, San Diego Community College District*, and *San Diego Community College District FTEF Restoration and Growth Target Proposal 2009-10*, were also distributed. These handouts reflected state workload measures and funding rates for FTES; and projected, growth and target rates for FTES and FTEF, respectively. President Beebe and Vice President Parker reviewed the information in the documents with the Council. In summary, the California budget crisis continues to worsen. It appears grim for the District and our ability to serve the community in a down market with what we are receiving from the state in terms of funding the enrollment growth. What this means is additional budget reductions.

Upholding the District's position of not negatively impacting contract employees, Continuing Education needs to develop a strategy and plan in the next few weeks to meet this new reduction of 15.78 FTEF (approximately 60 12-hour classes) for next year. In an effort not to close classes, a proposal to reduce the substitute budget to cover this reduction was discussed. A small substitute budget would remain, similar to how the colleges operate. It was suggested that this plan should begin with the Summer semester. Because there is reduced exposure during the Summer, this pilot during Summer will give us an opportunity to see how eliminating substitutes works before we move into Fall. This plan protects our schedule, our mission, and our faculty who are teaching. After a good discussion, EGC agreed that this was the best plan given the budget scenario we are facing. Academic Senate representatives were asked to explain the viability and benefits of this proposal to their constituency.

### **April 28, 2009 Board of Trustees' Meeting**

President Beebe reminded the Council that the Board of Trustees' annual campus visit will be held at West City, utilizing the new facility. The program will focus on the BSI Initiative, Student Learning Outcomes (SLOs), Image Enhancement, and Baby Sign Language.

#### **Administrative Senate Report:**

No report.

#### **Academic Senate Report:**

Esther Matthew reported that the Academic Senate meeting was held the day before. She also reported she attended the Spring Plenary held April 16-18 in San Francisco. Gretchen Bitterlin talked about the revision to have the institutional SLOs include new wording. A formal recommendation will come through the process to EGC. Esther also reported that the subject of student IDs was broached again. Dr. Ellison reminded Council members that Continuing Education does not provide students with photo IDs; it is not viable at this time for Continuing Education staff to make a determination regarding legal identification of our students. However, CSID attendance cards are in the process of development.

Esther shared that faculty have requested a process to evaluate the administration restructuring. The evaluation would be to better support program chairs and program functions. It was noted that the Academic Senate can choose a group and develop their own process of evaluation that they can bring to the Dean's and the Chair Committee.

Finally, Esther reported faculty members, Pat Mosteller, John Lindem, Corle Huffman, Sheyla Castillo, Lola Gaona and Becki Wallies are presenting tomorrow and Friday at the Basic Skills Regional meeting regarding non-credit and Continuing Education. The meeting is being held in San Diego at the Holiday Inn at Mission Bay. Esther also reported that she and Laurie Cozzolino will be going to Sacramento to a CB21 meeting.

#### **Classified Senate Report:**

Rita Avila reported a special Classified Senate Meeting was scheduled for Monday, April 27<sup>th</sup> devoted to scholarships.

Adjourned