

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL**

*San Diego Continuing Education Commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit of lifelong learning, training, career advancement and pathways to college.*

**December 14, 2022**

**2:30 PM**

**Via Zoom**

**Tina M. King, Chair**

**Call to Order: 2:35 p.m.**

**Members Present:**

1. Tina M. King, President
2. Michelle Fischthal, Vice President Instructional Services
3. Anthony Vargas for Jacqueline Sabanos, Vice President Administrative Services
4. John Bromma, President, Academic Senate
5. Diana Vera-Alba, Vice President, Academic Senate
6. Rachel Rose, Chair of Chairs, Academic Senate
7. Jessica Varnado-Swall, Secretary, Academic Senate
8. Esther Anthony-Thomas, Vice President, Classified Senate
9. Mitza Lindsey, Secretary Treasurer, Classified Senate
10. Danielle Ninness, Member-at-Large, Classified Senate
11. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
12. Laurie Coskey, Executive Director, Foundation
13. Vinzent Balaoing, Student Representative/ASB

**Members Absent:** Deborah Roth, Treasurer, Academic Senate; Shakerra Carter, Vice President, Student Services

**Guests:** Jessica Luedtke, Anabel Pulido

**Approval of Minutes**

Approved by all attendees

**Presentations**

None

**President's Update**

President's update by Tina M. King, President

- 26655 16% greater from last year.
- 14045 students.
- 320 Report will be distributed to all EGC Spring 2023
- NCAL Symposium- Commitment from sister colleges to host Symposium next 2 years.
- John Bromma will be working with other employees to get them more involved in future NCAL Symposiums
- Articulation Prof Rose
- AP 3721 timeline discussed and EGC has full access to document
  - All concerns were directed to be inputted to the AP 3721 doc.
  - VP Sabanos will develop a training for Authorized Users
- MLK Parade is still happening
  - Three credit colleges are entering a joint float

- CE is entering individual float Unity Theme
- Institution Day is 1/30/23
- A remote work email has been sent.
- Peter M will be attending in January to give presentation
- VPI is now Vice Chancellor starting February 1, 2023. The position will be filled with an Interim position in January for a one-year appointment, pending a permanent recruitment.

### **Academic Senate Update**

Academic Senate update by John Bromma, Academic Senate President

- Academic Senate would like more info on Peter M presentation
- AP 3721 concerns, generally interested in how it will work
- Return to campus conversation to see what classes will be online or in person
- Brown Act concerns
- Academic Senate is leading toward face-to-face meetings starting in March.
- What happens to Dept. and Program chairs during release/reassign work time during the summer.
- Credit Colleges have 11-month contracts, but CE does not.
- Senate believes there are inequities

### **Classified Senate Update**

Classified Senate update by Neill Kovrig, Classified Senate President

- Sanchez Molina present
- Nothing to share out
- Busy with enrollment and getting classes started
- Non-Instructional days Survey was conducted to assess remote vs face-to-face

### **Student Report**

Student Report update by President King for Vinzent Balaoing, Student Representative

- Students are focusing on classes during end of semester
- Students are excited about the new lounge/ bookstore renovation
- Students are looking forward to having student IDs
- Student lounge will be ready by end of Spring
  - Server for Student IDs are down district down and CE are in the process of purchasing equipment and materials to start in the Spring (Jan 23) per Dr. Carter
  - Miramar students will be able to get ID card Feb 2023

### **ASB**

ASB update by President King for Vinzent Balaoing, Student Representative

Meetings are on hold until Spring 2023

### **Reopening Taskforce**

Reopening update by Anthony Vargas for Jacqueline Sabanos, Vice President Administrative Services (absent)

- Taskforce met last week.
- Vaccination requirement is not in effect
- Some classrooms need to be cleaned for new faculty

### **Board of Trustees**

BOT update by Jacqueline Sabanos, Vice President Administrative Services

- Dec 15, 2022, meeting will take place
- ESL position will be unfrozen
- SSA position

- Admin III to Admin V

### **Budget Committee**

Update by Jacqueline Sabanos, Vice President Administrative Services

- No Update

### **Safety and Facilities Committee**

Update by Jacqueline Sabanos, Vice President Administrative Services

- Need info

### **Technology Committee**

Update by Mark Nesbit for Jacqueline Sabanos, Vice President Administrative Services

- Phones will be added
- Emergency
- Update personal cell phone in People Soft
- 1-4 ECC Training
- Safety week 2 fire drills at each campus as well as active shooter training
- 12/19-12/21 all colleges will be open to the public
- All classrooms will have Campus safety guidelines per VP Sabanos
- The Safety Taskforce for each campus will be implemented. Each office, classroom and space will have documents outlining the emergency plan.

### **Accreditation**

Update by Dean, Jessica Luedtke

- SharePoint page has been updated for Criterion writers
- Criterion leads are aware/ready to pivot and would like equity statements to be made

### **Annual Integrated Planning**

Update by Dean, Jessica Luedtke

- Adding equity in the Spring
- Requesting moving Governance handbook to 2024 instead 2023 so focus can be solely on Accreditation changes **APPROVED** by EGC.
- WASC has changed guidelines so the scope of work for the department must be adjusted to meet the accreditation changes.
- Resource Allocation- making revisions and will give to Admin Services and curriculum committee in the New Year.

### **Instructional Services**

Update by Andrei Lucas for Michelle Fischthal, Vice President, Instructional Services (absent)

- Tutoring Services are being developed
- City provided digital navigation
- VPI has meeting with City next week to discuss additional digital navigators

### **Student Services Updates**

Update by Shakerra Carter, Vice President, Student Services

- SDCCE Cares Basic Needs
- Acting Basic Needs Coordinator hired

- One basic needs application starting Spring 2023
- Website will be revealed in January
- Workshop during Intuition Day to help students get the basic needs they require
- Food distribution 12/13/22 helped 64 students
- Amazon Wish list is online to help fill pantry
- The goal is to fill pantry at all campuses
- Student Services thanks the Foundation for all the support
- Hiring event to find outreach ambassadors
- 11 enrollment workshops in Jan to help students and help with MFA
- Student Services office are having a huge presence during opening week
- Child Watch program lead by President King –Piloting at Chavez for Healthcare and ESL Students then expand Fall 2024 at ECC & Mid City
- Director of Outreach position will align with credit colleges and Title will be Associate Dean of Outreach
- Logo/Icon/ Landing page created by Communication office

### **SDCCE Foundation**

Update by Laurie Coskey, Executive Director, SDCCE Foundation

- Foundation will send out
- Wrapped Outreach Van proposal has been sent to host laptop/tech services for student to enroll on the spot.
- Conrad Prebys Foundation meeting with Council President Montgomery-Steppe went well with Dr. King, deans and faculty.
- Apprenticeship Readiness program acknowledged by Council President Montgomery-Steppe in her inauguration speech.
- Finished Lucky Ducky Grant. \$300,000 will be spent by end of year
- 2-year grant have been requested by Lucky Duck

### **Action Items:**

- None