

**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.

November 28, 2018 ECC Rm. 106

2:00 p.m.

Jacqueline Sabanos, Chair

Members Present:

1. Carlos Turner Cortez, President
2. Michelle Fischthal, Vice President of Instruction
3. Esther Matthews, Representing for Vice President of Student Services, Star Rivera-Lacey
4. Jacqueline Sabanos, Vice President of Administrative Services
5. Neill Kovrig, Classified Senate President
6. John Bromma, Academic Senate President Elect
7. Andrei Lucas, Representing for Dean of Deans, Carol Wilkinson
8. Timothy Pawlak, Academic Senate Chair of Chairs
9. Olivia Flores, Academic Senate Treasurer
10. Mary Leduc, Classified Senate
11. Mitza Lindsey, Classified Senate
12. Rafael Orozco, ASB Representative

Members Absent: Star Rivera-Lacey, Carol Wilkinson, Jessica Luedtke; Esther Anthony-Thomas, Richard Weinroth

Guests: Ranessa Ashton, PIO; Allison Bechill, Executive Director of the Foundation

Approval of Agenda

Approved as Amended, MSP *Kovrig/Bromma*

Approval of 11/14/18 Meeting Minutes

Approved as Amended by, MSP *Ortiz/Lucas*

- Correct the title for Carmen Perez to Business Assistant of the Foundation
- Correct the title for Roma Weaver to Academic Senate Secretary
- Correct the title for Bill Grimes to Foundation Board Member

Abstentions: Esther Matthews

Academic Senate Update

Academic Senate (AS) President, Richard Weinroth provided the following information:

- At the last meeting they voted and agreed upon faculty responsibilities in distance education.

Classified Senate Update

Classified Senate Representative, Neill Kovrig reported:

- Much of the discussion over the course of the past two meetings has been related to the Classified Senate's stipend.
 - Each Senate in the district would be accorded a stipend, presuming that the RAF is approved by the AFT membership, of \$5,400 to be distributed among the Classified Senate officers per campus. Clarification on distribution of this stipend will be addressed in the bylaw update.
- An item discussed on their agenda included a message that apparently went out that asked why the Senate was being according this particular amount of funding in the raff, included questions about the election process as well. The Senate will be drafting up a response that will go broad range to send out once the bylaws are sent out for approval by the Classified Professional constituency.

- Brief meeting in December to touch on sending out the remainder of the bylaws.
- Next official meeting scheduled for January.

Student Report

- They are still experiencing difficulty accessing Wi-Fi.

BOT Meeting Update

- The Board is not accepting any new items for December
- Will have new Board Members in January

Accreditation

- Enrollment management starting to dip a bit, as well as average class size. Deans looking at these percentages and working along with Program Chairs.

Enrollment Management

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Access, Retention, and Completion Committee

- The next Meeting is on January 17, 2018

Budget Committee

- No Update

Safety and Facilities Committee

- No Update

Professional Development Committee

- The committee is planning the 'Institution Day', for spring with a guided pathways theme.
- M. Fischthal and C. Cortez have been speaking with individuals who are involved with guided pathways, specifically noncredit and hoping to bring someone in with noncredit experience.

Technology Committee

- Committee reviewed the proposed rubrics, feedback was sent to the Program Review Committee

SDCE Foundation

- Major focus has been on the grand opening on December 5, 2018 12-3p.m.
- Deadline to accept applications for program participation ends 11/28/18
- Speeches begin at 12:00
- Received a grant from a local philanthropic group, 'Las Petronas' of 8,600 to buy some capital items for the food pantry.

Action Items:

Approve PPIS Plan to Spend Funds

- **Motion to approve by Matthews/Pawlak**
 - Motion carried

Informational Items:

- San Diego Gateway to College and Career
 - Recruitment for students is ongoing
- San Diego Promise
 - Awaiting for numbers from District for 18-19 Cohort
- Veterans Opportunity Program(VOP)
 - No Update
- TECH/HIRE
 - Internship and employment placements look good.
 - 53 Tech hire employment placements and 47 Tech hire internship placements
- Rise to Success Pathways (SDRM)
 - Cohort 3 which includes women is going well, scaling it up.
- Career and College Transition
 - Construction and furnishings are being put into place, grand opening scheduled for Spring semester
- Rising to Success Equity Centers
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- SDCEats & Farm to Family Fair

- Grand Opening December 5th 12:00-3:00 p.m. All are invited.

PIO Media and Marketing Updates:

- Handout provided of the '17-18 SDCE Accomplishments document that was prepared with the President.
- Helped prepare the noncredit report, 150 + pages.
 - Will bring a copy to group and a subset of information which is the recommendation that come out of that it.
 - Full report of the summary is online.
- News Releases
 - Veterans Resource Fair did result in a camera from KPBS coming on campus to speak with a student
 - Released the Gateway Pre-Apprenticeship Program the news angle was 'National apprenticeship week'. This did pick up traction on social media.
 - Distributed a news release on the week of Thanksgiving about student success. It was about a San Diego Promise student who is now studying to be an EMT.
 - Started the release for 'Farm to Family' and will continue up until the grand opening.

Upcoming Important Dates:

Final PRT Visit- Rescheduled for a later date

Date of Board of Trustees-TBD

Commencement dates-TBD

STAR Conference needs volunteers

Round Table:

Neill Kovrig-Attending second visit to San Joaquin Delta College in Stockton, CA

Meeting adjourned at 2:30 pm