

**SAN DIEGO CONTINUING EDUCATION  
EXECUTIVE GOVERNANCE COUNCIL  
September 14, 2016, ECC Room 121  
2:00 p.m.  
Jackie Sabanos, Chair for Carlos Turner Cortez**

**Members Present:**

1. Barbara Pongsrikul for Kate Alder, Vice President, Instruction
2. Star Rivera-Lacy, Vice President, Student Services
3. Lorie Crosby Howell for Jane Signaigo-Cox, Dean of Deans
4. Richard Weinroth, Academic Senate President
5. Antoinette Griffin, Vice President, Academic Senate
6. Beth Hayes, Academic Senate Secretary
7. Timothy Pawlak, Chair of Program Chairs, Academic Senate
8. Neill Kovrig, President Classified Senate
9. Krystal Monal, Classified Senate Representative

**Members Absent:**

1. Carlos Turner Cortez, President, Continuing Education
2. Mary LeDuc, Vice President, Classified Senate
3. Christy Figueroa, Classified Senate Representative

**Guests:** Kelly Henwood, Ranessa Ashton

**A motion was made to add the IEPI Grant Proposal to the agenda. MSP Weinroth/Griffin**

**Approval of Agenda**

Agenda approved with corrections, remove agenda item number 6, *Classified Senate Scholarship Fundraising*  
MSP Weinroth/Kovrig

**Approval of Minutes**

September 28, 2016 minutes approved with correction MSP Kovrig/Weinroth

**Academic Senate Update**

Richard Weinroth, Academic President reported:

- The Academic Senate held its first meeting with new officers, Antoinette Griffin, Beth Hays and Caron Lieber.

**Classified Senate Update**

Neill Kovrig, Classified Senate President reported:

- The Classified Senate held its first meeting and meetings going forward will be held on the third Tuesdays of the month at 2:00 p.m., locations to be determined.

**Board of Trustees Meeting Update**

Vice President Jackie Sabanos reported there was one agenda item for SDCE on the October 27 Board of Trustee Meeting: In the matter of the San Diego Adult Education Regional Consortia (SDAERC) representative appointments, add Vice President Kate Alder to replace Dean Lorie Crosby Howell.

### **Open Educational Resources**

Academic Senate President Weinroth reported Academic Senate Presidents met with Vice Chancellor Stephanie Bulger after an open educational resources presentation at North City Campus. The meeting focused on how the campuses could be supported campuses in considering what options they would like to take in this area.

### **SDCE Participatory Governance Training**

Academic Senate President Weinroth reported the SDCE Participatory Governance training was held on Monday, September 26, at the North City Campus. The training was provided by Julie Bruno, State Academic Senate, Todd Burnett, Saddleback Community College and Larry Galizio, Community College League of California (CCLC). There will be follow-up training for faculty on 10+1 as soon as committee assignments are made.

### **Basic Skills Committee Membership (first reading)**

Academic Senate President Weinroth presented a suggestion to have the Basic Skills Committee faculty membership changed to reflect “*two or more counselors*” as a callout. This item is referred back to the Basic Skills Committee, and Academic and Classified Senates for their input and brought back to this group for recommendation and acceptance.

### **San Diego Promise**

Vice President Sabanos announced the district has begun a fundraising campaign for the San Diego Promise program with payroll deduction. The pilot program is benefitting 200 SDCCD students, 26 of which are SDCE students. Currently students receive free tuition and \$1000 towards text books. Next year the funds for text books will be reduced to \$750. Fundraising will assist the current students in the program and the new students that come onboard.

### **SDCE Foundation Employee Payroll Deduction**

Vice President Sabanos reported SDCE has launched a fundraising campaign, also with payroll deduction, to contribute towards scholarships for SDCE students. All are encouraged to contribute and spread the word.

### **New DSPS Policies**

Dean Leslie Quinones distributed draft documents and provided information about the new DSPS policy changes: AP 5140- Academic Accommodations and Disability Discrimination for Student with Disabilities; and AP Chapter 5 – Student Services, AP 3105.2 – Service Animals; San Diego Community College District, Disability Discrimination and Requests for Academic Accommodations flow chart.

### **CNN Coverage of Emeritus**

Dean Leslie Quinones reported CNN visited yesterday. They are doing a story on software called Brain 2 that is used in our Brain Fitness class. The software assists older adults to improve their memory. One of our SDCE students was interviewed in the classroom. The show extended their stay in San Diego and also filmed one of our walking classes this morning. The segment will be aired internationally on October 19, with a U.S. showing in mid-December.

### **Mid-City Smart Classes**

Dean Barbara Pongsrikul reported all classrooms at Mid-City are now “smart classrooms.” They have podiums, computers, projectors, etc. Training on the new equipment has been offered to faculty. A new digital board in the lobby has been installed. This will be great for promoting classes throughout SDCE.

### **Enrollment Management Report**

Dean Barbara Pongsrikul distributed a handout reflecting enrollment and FTES information. She shared that 1 FTES = 525 hours of positive attendance. She also shared there is a need to educate the community about what FTES are and their importance; encourage students to come regularly to class; and to look at trends. Classes will be scheduled at the colleges during their intersessions.

## **Noncredit Survey Report**

Dean Michelle Fischthal reported the noncredit survey was sent out from the Institutional Effectiveness (IE) office to all community colleges in California to determine if they are currently noncredit, if they are what are they doing or proposing to do. The report includes data, analysis, feedback and history of noncredit. The report should be available mid-October. A noncredit conference is being planned for next fall. More information to come as it becomes available.

## **Strategic Plan Software**

Dean Michelle Fischthal reported there will be software to assist with data collection that was obtained for and continues to be for the strategic plan. The software will let you keep track of activities as well. Implementation is scheduled for January. Trainings will be scheduled as well as updates sent out and posted in the newsletter. The Strategic Plan can now be found on the website.

## **IEPI Technical Support Letter of Interest (first reading)**

Dean Michelle Fischthal distributed and presented the IEPI Technical Support Letter of Interest for support from the State Chancellor's Office. SDCE is requesting assistance with program review, strategic planning outcomes and assessment development, SLOs, student assessment development, training and implementation, accountability tracking, and institutional collaboration and communication and strong workforce program implementation. This letter will go to the relevant constituencies and be brought back to EGC for recommendation and acceptance at the next meeting.

## **IEPI Grant Proposal**

Academic Senate Secretary Beth Hays presented the IEPI grant proposal from the State Chancellor's Office. The \$50,000 grant would provide for professional development for adjunct faculty and classified staff in participating on participatory governance committees and attend a participatory governance workshop. After a brief discussion:

***A motion was made to accept the document with corrections to progress through the grant approval process. MSP Weinroth/Kovrig.***

## **Upcoming Events**

- Fall campus visits:
  - CE Mesa Campus: October 10 @ 2:00 PM – 3:30 PM
  - West City Campus: October 17 @ 11:30 AM – 1:00 PM
  - Education Cultural Complex Campus: October 20 @ 1:30 PM – 3:00 PM
  - Mid-City: October 24 @ 12:00 PM – 1:30 PM
  - North City: October 27 @ 10:30 AM – 12:00 PM
- Area D Meeting, October 15, @ 10:00AM – 3:00 PM
- Clergy and Community Alliance Breakfast: Wednesday, October 19 @ 8:00 AM – 10:00 AM
- Holiday Reception: December 5 @ 2:00 PM —4:00 p.m.
- Spring Campus Visits **TBD**
- Accreditation Site Visit, March 12-15
- Scholarship Awards Event: April 19, 2017 @ 4:00 PM
- Manager's Retreat (**tentative**), April 28 @ 9:00 AM – 2:00 PM
- Faculty Appreciation Event **April TBD**
- Classified Appreciation Week May 8-11 **TBD**
- Commencement Rehearsal: June 1
- Commencement: June 2

Meeting adjourned at 3:35 p.m.