

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 18, 2020 ECC Room 106

2:00 p.m.

Carlos Turner Cortez, Chair

Call to Order: 2:03pm

Members Present:

1. Carlos Turner Cortez, SDCE President
2. Jacqueline Sabanos, Vice President Administrative Services
3. Michelle Fischthal, Vice President Instructional Services
4. Star Rivera Lacey, Vice President Student Services
5. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
6. Neill Kovrig, President, Classified Senate
7. Eddie Madrid, Vice President, Classified Senate
8. John Bromma, President, Academic Senate
9. Matthew Rivaldi, Vice President, Academic Senate
10. Rachel Rose, Chair of Chairs, Academic Senate
11. Mitza Lindsey, Secretary Treasurer, Classified Senate
12. Danielle Ninness, Member at Large, Classified Senate

Members Absent: Richard Weinroth, Academic Senate, Past President; Olivia Flores, Academic Senate Treasurer

Guests: Laurie Coskey, Executive Director, SDCE Foundation; Olena Kirklen, Student Representative, Aaron Iffland, Faculty, Timothy Pawlak, Academic Senate, Kelly Henwood, Projects Manager

Approval of Agenda

Approved as Amended, MSP: *Kovrig, Rose*

Abstentions: None

Approval of 11/04/2020 Meeting Minutes

Approved, MSP: *Kovrig, Lindsey*

Abstained: None

Presentation

Historical Preservation Committee, Laurie Coskey, Executive Director SDCEF

- The Historic Preservation Project was convened about three years ago. There were 4 Phases of this committee:
 - Sculpture installation and plaques
 - Mobile app and timeline
 - Private & Public capital campaigns
 - Historic designation
- Alyce Smith-Cooper is in progress of writing a book about ECC, there is funding for the sculpture installation to be completed inside of ECC by Mike Bradbury.
- Prior to the COVID-19 closure, the Coretta Scott King inaugural benefit of gospel brunch was held in support of the Historic Preservation of ECC on March 7th.
- Senator Toni Atkins supported the restoration of the theater at ECC, but due to the COVID-19 closure, we will request to get funding and restore this upon a safe reopening.

Academic Senate Update

Academic Senate update by John Bromma, Academic Senate President

- Faculty would like an update on the Name Change, information on CARES Act spending, and how their input could be provided for funding priorities.

President Cortez announced VP Jackie Sabanos has prepared a one-page summary for this funding. In light of the priorities that faculty moved forward, we have accommodated to upgrade and distribute 50 laptops. In regards to stimulus funding, we cannot say for certain. Should EGC approve of the Name Change today, it will go to the BOT.

Classified Senate Update

Classified Senate update by Neill Kovrig, Classified Senate President

- Classified Senate's last meeting was 11/17, in which they discussed Covid-19 and reopening.
- A proposal to create a Resource Panel to speak towards processes, as well as how systemic racism, student equity and social justice could be addressed by Classified Professionals,
- A small working group will be formed out of the Senate in relation to professional development opportunities, in particular a possible survey to focus on how classified professionals can look at issues of systemic racism, student equity and racial justice. A PD presentation was given by Laurie Cozzolino, which resulted in a potential subcommittee and ad hoc working group specifically for unclassified PD in preparation for the STAR Conference in Spring 2021.
- Efforts for a Virtual Student Equity Trek were discussed, and Lisa Carulli, Diversity, Equity and Inclusion Committee Chair, is aware of these topics discussed. There may be future coordination between committees and Academic Senate.
- In response to a letter received from the California Community Colleges Classified Senate, there is a concurrent resolution that has been adapted to address the limitations on the statewide consultation council. A request for CS to add a seat to the consultation council has been adopted to support the initial petition passed two years ago.

Student Report

Student Report update by Olena Kirklen, ASB Student Representative

- No new meetings yet. They will continue to work on their website and updating social media accounts.
- Provided positive feedback on the enrollment process for student courses and information.

BOT Update

BOT Update by Jackie Sabanos, Vice President Administrative Services

- The next Board Meeting will be held in December.

Accreditation

Accreditation update by Michelle Fischthal, Vice President Instructional Services

- The Mid-Cycle Report has been posted for feedback, and will be available until tomorrow, 11/19.

Enrollment Management

Enrollment Management update by Michelle Fischthal, Vice President Instructional Services

- The predicted Summer Enrollment reports did not reflect in the results based on the student rosters. When the student rosters were submitted, all of the students were listed, but the window hours associated with it dropped due to the difference between online and on-campus course census states.
- We are evaluating how we can help and communicate the importance of dropping students.
- A decision to increase the number of course selections over summer was made based on the increase of productivity measures. This means that teaching hours were allocated for this term, and there is an expected decrease in the fall and spring. We are focusing on how we are communicating the support for ongoing education and funding for our instructors of their instructional hours.

- More information on data and reports for Fall will be given in the future, but registration opens on November 30th. Please note that while all students are not necessarily going to be able to fully register on this date, the system recognizes this date as the beginning of open enrollment.

Star Rivera Lacey: Additionally, there are 31 meetings with program deans and others to meet and ensure our Spring Registration process is standardized for stakeholders and constituents. There are four types of students that are being categorized, and we are walking through the moment a student interacts with the institution up through the orientation application.

ASB/ARCC

Update by Star Rivera-Lacey, Vice President Student Services

- With ASB, there is a CE portion for the Student Report. Last Thursday was the last Board Meeting, and there will be updates shortly.
- Today, we had the student-centered Town Hall for racial equity, facilitated by MovementBe's Nate Howard.
- Student interaction will be noted from three different categories. Interviews with consultants are being held for a long-term position, specifically with candidates that have non-credit experience.

Budget Committee

Update by Jackie Sabanos, Vice President of Administrative Services

- Resource Allocation Process was reviewed at the last meeting.
- Presented the information form for the four major funds of CARES Funding, and reviewed how each category had funds allocated. Discussion ensued for general edits to be made for faculty's awareness and comprehension.

Safety and Facilities Committee

Update given by Jackie Sabanos, Vice President of Administrative Services

- Sustainability Committee (subcommittee of Safety and Facilities) met today to help finalize plans for the upcoming "Restore Our Earth" Sustainability Week. A few ideas were making bird feeders out of cereal boxes, increasing sustainability in and out of classrooms.
- The next meeting will be held in January 2021.

Professional Development Committee

Professional Development Committee update by Michelle Fischthal on behalf of Jessica Luedtke, Dean, PRIE

- No new update.

Technology Committee

Update by Aaron Iffland, Faculty

- The Mobile Device Procedures Task group has met and drafted a policy for a Master Technology Replacement Plan.
- The next meeting will be held tomorrow, 11/19, in which this issue will be focused on and discussed.

SDCE Foundation

Update by Laurie Coskey, Executive Director SDCEF

- Through the High Roads SB1 Grant, we will be running six cohorts of the National Association of Building trade unions' apprenticeship program. It is called the MC3, a curriculum that has been paired with G2CCC.
- Our first and second cohort will be completely virtual.
- The WIOA Youth Request Grant for Proposals (RFPs) is being worked on. There is a county-wide grant for these specific four populations: African American communities, immigrant communities, justice-involved, and homeless communities, each valued at \$600,000.
- There are two opportunities for students:
 - One will be sent by our scholarship committee for increased donations, in which the first holiday appeal will be presented, and the other will be mailed solicitations to support student success grants.

Action Items:

Name Change

Update by Carlos Cortez, SDCE President

- There was a two-part ballot distributed to the community, asking if college should be added to the name, as well as which name would be preferred.

Motion to approve: the recommendation to adopt the name change from San Diego Continuing Education to San Diego College of Education, and forward that recommendation to the Board of Trustees and other appropriate authorities.

Approved: *Kovrig, Bromma*

Unanimous approval, no abstentions.

- The District may have to make some changes with the logos. This has been brought up to the PIO Ranessa Ashton.

Informational Items:

Special Projects

Update by Star Rivera-Lacey, Vice President Student Services

- Turkeys were distributed, but the Farm to Family Fairs will be postponed and are looking towards February.
- CalWorks will be participating in Toys for Tots with a safe distribution. Toys for Tots recognizes children as anyone under the age of 13, and a donor will be giving teenagers Target gift certificates. There are case managers working to recognize these teenagers.
- The United Way application has been extended. Students have been notified via email and text message that this has been extended through next Monday.

Reminder: 2020 EGC Calendar

Update by Carlos Turner Cortez, SDCE President

- Thanksgiving Holiday: Offices will be closed.

Upcoming Important Dates

Update by Carlos Turner Cortez, SDCE President

- Brief reminder of the Holiday Reception
- Two informational sessions will be held in December for ETi and ICOM.

Round Table

- Discussed what each attendee has been grateful for.

Meeting Adjourned: 3:52pm