



**SAN DIEGO  
CONTINUING  
EDUCATION  
FOUNDATION**  
— SINCE 2008 —

**BOARD OF DIRECTORS**

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*Vice President, Administrative*

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Ph.D.  
*SDCE President*

Laurie Coskey, Ed.D.  
*Executive Director*

**Organizational Meeting and  
Regular Meeting  
of the**

**San Diego Continuing Education Foundation Board of Directors  
Wednesday, July 15, 2020 – 9:00AM**

***Until further notice, pursuant to State of California Executive Order N-29-20, this meeting is being held via teleconference on Zoom and certain provisions of the Ralph M. Brown Act as detailed in the Executive Order are suspended; public access to the meeting is available by visiting <https://cccconfer.zoom.us/j/441793159> and entering password SDCEF2020***

**I. CALL TO ORDER, WELCOME AND INTRODUCTIONS**

**II. ANNUAL ORGANIZATIONAL MEETING –**

- a. Election of Board Officers (10 min)
  - i. President
  - ii. Vice President
  - iii. Secretary
  - iv. Treasurer
- b. Adopt Calendar of Regular Meetings

**III. ADJOURNMENT TO REGULAR MEETING**

**IV. CALL TO ORDER – REGULAR MEETING**

**V. PUBLIC HEARING (25 min, as needed)**

- a. **ACTION: Adoption of Employee Handbook – Effective 1 July 2020** *The Board will receive any Public Comment relative to adoption of Handbook during the Public Hearing.*

**VI. REPORTS and INFORMATION ITEMS (40 min)**

- a. WIOA Grant/Funding: Gateway to College and Career – Year 5 – Update (Cortez)
- b. Town Halls Update (Cortez/Rivera Lacey/Coskey)
- c. Development Strategic Plan *ad hoc* Committee (Coskey)
- d. UNMUDL – Update (Cortez) - *Recommended Action: approve initial payment*

**VII. REVIEW OF MINUTES (5 min)**

- a. Minutes from 6/17/2020 – *Recommended Action: Adopt*
- b. Minutes from 6/29/2020 – *Recommended Action: Adopt*

**VIII. PUBLIC COMMENT (5 min)**

*Members of the public are welcome to address the Board on items under the Board's Jurisdiction at this time. The Board reserves the right to limit the amount of time allotted to public comment, and/or to limit the number of speakers on a particular topic. Individuals wishing to address the Board are requested, but not required, to register with the Secretary prior to their presentations to the Board.*

***Mission:***

*The San Diego Continuing Education (SDCE) Foundation exists to support SDCE in championing equity by fostering innovation, raising funds for scholarships, eliminating barriers to student success, and positively impacting the community at large.*

***Vision:***

*The San Diego Continuing Education Foundation strives to provide all students with the tools and resources to reach their full potential by implementing equitable programs that address economic insecurities and promote progressive, systemic social change.*

**IX. ADMINISTRATIVE ITEMS (15 min)**

- a. Proposed Bylaw Amendments – *Recommended Action: Hold 1<sup>st</sup> Reading*
  - i. Article 4
  - ii. Article 5
  - iii. Article 8
  - iv. Article 10
  - v. Article 11
- b. Proposed Policy Adoption – *Recommended Action: Hold 1<sup>st</sup> Reading*
  - i. Policy 01-2021 – Contracts
- c. Proposed Resolution Adoption – *Recommended Action: Hold 1<sup>st</sup> Reading*
  - i. Resolution 2021-01 – Executive Director/CEO; Contract Authority

**X. TREASURER'S REPORT (15 min)**

- a. 2019-20 Final Audit Report – *Recommended Action: Adopt*

**XI. STANDING ITEMS**

- a. ETI – Caron Lieber
- b. Executive Director Report – Laurie
- c. Development - Laurie
- d. Historic Preservation Project -- Laurie

**XII. CLOSED SESSION – none scheduled**

**XIII. REPORT FROM CLOSED SESSION**

**XIV. ADJOURNMENT**

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