

**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.

October 27, 2021

2:00 PM

Via Zoom

Kay Faulconer Boger, Chair

Call to Order: 2:06 p.m.

Members Present:

1. Kay Faulconer Boger, SDCCE President
2. Shakerra Carter, Acting Vice President Student Services
3. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
4. Neill Kovrig, President, Classified Senate
5. Esther Anthony-Thomas, Vice President, Classified Senate
6. John Bromma, President, Academic Senate
7. Diana Vera-Alba, Vice President, Academic Senate
8. Rachel Rose, Chair of Chairs, Academic Senate
9. Mitza Lindsey, Secretary Treasurer, Classified Senate
10. Danielle Ninness, Member-at-Large, Classified Senate

Members Absent: Michelle Fischthal, Vice President Instructional Services; Jacqueline Sabanos, Vice President Administrative Services

Guests: Vinzent Balaoing, ASB President; Kelly Henwood, Special Projects Manager; Jessica Varnado-Swall; Laurie Coskey, Executive Director, SDCCE Foundation; Jan Jarrell, Dean, ESL and Citizenship; Anthony Vargas

Approval of Agenda

Approved, MSP: Rachel Rose; Neill Kovrig, Seconded.

Abstentions: None

Approval of 9/22/21 Meeting Minutes

Approved, MSP: Neill Kovrig. Rachel Rose, Seconded.

Abstentions: None

Presentations

- No Presentations

Academic Senate Update

Academic Senate update by John Bromma, Academic Senate President

- AS met last week, and spent a lot of time talking about Hyflex, the resources and training involved, and the faculty's perspective on this effort. They are thinking ahead, planning, and discussing how to marshal their resources to make sure it is successful.
- The Academic Senate also continues to work on other major things, including internal constitutional change.
- John reported that he will be virtually attending the State plenary, which is being offered in a hybrid format.
- Diana Vera-Alba reported that she created a survey for faculty at the beginning of the semester, and the District has reached out and will be using the results at the Board of Trustees meeting.

Classified Senate Update

Classified Senate update by Neill Kovrig, Classified Senate President

- At its October 19 meeting, the Classified Senate spoke mostly with regard to professional development opportunities, and STAR Conference planning. It was suggested that the conference be held at an alternative site to encourage participation.
- CS President Kovrig mentioned that the anxiety levels of classified professionals have shifted in terms of reopening to a concerted uncertainty as to how to address issues such as people who refuse to wear masks. There is a movement to perhaps look at the National Conflict Resolution Center for professional development opportunities to address these fears and resocialization of our campus communities.
- Diana Vera-Alba asked if faculty members could please be invited to these PD opportunities.

Student Report

Student Report update by Vinzent Balaoing, Student Representative

- Vinzent shared that students just held ASB elections
- He also reported that ASB will be holding a Dia de Los Muertos event.

Reopening

Reopening update by Anthony Vargas (on behalf of Jackie Sabanos, Vice President Administrative Services)

- No new updates

Board of Trustees

BOT update by Anthony Vargas (on behalf of Jackie Sabanos, Vice President Administrative Services)

- No items going to the Board

Budget Committee

Update by Anthony Vargas (on behalf of Jackie Sabanos, Vice President Administrative Services)

- No new updates

Safety and Facilities Committee

Update by Anthony Vargas (for Jackie Sabanos, Vice President Administrative Services)

- The District issued guidelines for external groups who hold events on campus, including:
 - Proof of vaccination or Negative COVID test within last seven days
 - Event is required to document information for contact tracing purposes
- There are upcoming events, including Veterans Day events, and future Common Ground Theater performances, including dress rehearsals for the CE community

Technology Committee

Update by Anthony Vargas (for Jackie Sabanos, Vice President of Administrative Services)

- The IT department finished their WiFi mapping to determine where the weak areas are and expand coverage. They have also begun to work on the fiber infrastructure for ECC and West City.
- Installation of equipment needed to support Hyflex classes is in process, beginning with Cesar Chavez Campus.

Professional Development Committee

No Update

- No new updates

Integrated Planning and Resource Allocation

Update by Kay Faulconer Boger (for Jessica Luedtke, Dean, PRIE)

- President Boger reminded everyone to please look for e-mails from PRIE, because a lot of things are happening. The strategic planning process is in full swing, and it is especially important since there is not a lot of time. She also said that Dean Luedtke asked that to please put in the effort to get it done, and that you do not need to know all of the details about projects or initiatives in which you would like to engage. PRIE is available to assist.

- Strategic Plan due date has been extended from December 3 to December 13 to allow additional time for long-term planning.

Accreditation

Accreditation update by Jan Jarrell (for Michelle Fischthal, VPI and Jessica Luedtke, Dean PRIE)

- No new updates

Enrollment Management

Enrollment Management update by Jan Jarrell (for Michelle Fischthal, Vice President Instructional Services)

- For Spring 2022, we have scheduled 20% of classes with some type of in-person presence, and are looking to expand that number.

ASB

Update by Shakerra Carter, Acting Vice President, Student Services (with remarks by Laurie Coskey)

- Reminded EGC about the Dia de Los Muertos event that was shared by Vinzent.
- Laurie mentioned that Teatro Izcalli had wanted to invite students to place items on the altar, but we could not participate this year due to COVID. She hopes that we will be able to build altars with students next year.
- The event will be broadcast via Zoom webinar for students, faculty, and staff who are unable to attend in person.

Access, Retention, and Completion Committee

Update by Shakerra Carter, Acting Vice President, Student Services

- The ARC committee met last week to discuss the enrollment management plan being developed to be part of the institutional strategic plan. It is being developed as a comprehensive plan to be strategic about how we address some of the bigger challenges that we face around enrollment. The committee was able to develop an outline with five core focus areas. There will be a work group assigned to each of the focus area to help identify strategies they will take to develop out the plan. Focus areas will be: Streamline Student Enrollment Process, Marketing and Outreach, Student-Centered Scheduling, Transitions, and Program Development and Innovation.

SDCE Foundation

Update by Laurie Coskey, Executive Director SDCEF

- Three weeks ago, the Foundation received \$5,000 from County Supervisor Nora Vargas for a Dia de Los Muertos event at SDCCE. They will also be requesting funding from the City of San Diego to do programming around African American History Month and Pacific Asian or Asian American History Month.
- The Foundation has also submitted a letter of intent to the Conrad Prebys Foundation for a capital request for changes and improvements for our campuses. Prior to being able to submit a capital request, we must submit a program request, so we have also submitted a request to revitalize a grant that we did not win from the San Diego Workforce Partnership. They have now asked the SDCCE Foundation to submit a full grant.
- SDCCE Foundation is implementing two grants from the City of San Diego: The Digital Literacy Grant which has helped us purchase 625 computers and six-month WiFi hotspots, and a grant for enrolling students in the high support Gateway Program to be high school completers.
- Two solicitations are coming from the Foundation: One to help buy turkeys for students, and one to fill our scholarship coffers.

Action Items: No action items.

Informational Items:

Update by President Kay Faulconer Boger

- An Executive Overview of the Facilities Master Plan will be presented at the next meeting by MRY Architects.

Special Projects

No Update

- No new updates

Upcoming Important Dates

Update by President Boger

- No new updates

Round Table

- No new updates

Meeting Adjourned: 2:50 p.m.