

**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.

February 23, 2022

2:30 PM

Via Zoom

Kay Faulconer Boger, Chair

Call to Order: 2:32 p.m.

Members Present:

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

Members Absent: Jacqueline Sabanos, Vice President Administrative Services; Shakerra Carter, Vice President Student Services

Guests: Kelly Henwood, Special Projects Manager; Jessica Varnado-Swall; Anthony Vargas, College Events and Operations Administrator; Stephanie Lewis, Dean, Career & College Transitions.

Approval of Agenda

Approved, MSP: Diana Vera-Alba; Andrei Lucas, Seconded.

Abstentions: None

Approval of 2/9/22 Meeting Minutes

Approved, MSP: Michelle Fischthal; Neill Kovrig, Seconded.

Abstentions: None

Presentations

- No Presentations

Academic Senate Update

Academic Senate update by John Bromma, Academic Senate President

- Academic Senate met last week. The dialogue was mostly around the transition back to the classroom and to campus, and upcoming elections. The Academic Senate election ballot should be coming out within the next week.
- Diana Vera-Alba added that the Senate discussed a resolution in favor of a pilot for the use of North Star Digital Literacy Software. This was also brought to the DE Committee who was in favor of supporting this resolution.
- She also sent out a free resources to faculty. SDCCE and the District or collecting information to understand the growth area of Open Educational Resources and Zero Textbook Costs. They are also starting a preliminary list

to compile OER and ZTC usage data to assist in meeting the requirements of Senate Bill 1359 on textbook affordability and transparency.

- SDCC OER Week is happening March 7-11. Last year, it included professional development opportunities and workshops. Faculty should receive an e-mail next week, and Diana will forward it to EGC.
- Rachel Rose expressed appreciation for the communication and collegiality between administrators and faculty. Vice President Fischthal recognized Diana for her work as OER coordinator in its inaugural year.

Classified Senate Update

Classified Senate update by Neill Kovrig, Classified Senate President

- Mitza Lindsey reported that the Classified Senate met and had a Professional Development discussion, and talked about a theme for the STAR Conference. Neill added that this year's efforts will be centered around the strategic enrollment management process. Vice Presidents Carter and Fischthal have both been providing guidance on how the Classified Professional experience will exist within the plan.
- The Classified Senate will be opening a bank account, using a \$4,000 grant that was received from AFT. This account will allow the senate to support future events, the Classified Senate scholarship, and other efforts.
- Neill also expressed his appreciation the communication between classified professionals and administrators, as well as with faculty colleagues.

Student Report

Student Report update by Vinzent Balaoing, Student Representative

- Students are excited to return to campus, and for the in-person Black History Month event on February 28.

ASB

ASB Update by Vinzent Balaoing, Student Representative

- No new update

Reopening

Reopening update by Anthony Vargas (for Jacqueline Sabanos, Vice President Administrative Services)

- Anthony reminded EGC that the District is still within its phased-in return to campus, with a full in-person return beginning March 7.
- In terms of vaccination, Vice Chancellor Smith sent out an e-mail, notifying the District that beginning July 1, the definition of fully vaccinated will be updated to include a booster, when eligible.

Board of Trustees

BOT update by Anthony Vargas (for Jacqueline Sabanos, Vice President Administrative Services)

- We reminded EGC that SDCCE has three items going to the Board for the February 24 meeting:
 - Regional Strong Workforce item in the amount of \$50,000 for a college-based marketing project to improve marketing and recruitment efforts for career education programs, especially for disproportionately impacted students
 - Regional Strong Workforce item in the amount of \$50,000 to support the regional colleges and expanding and developing innovative practices to improve enrollment, engagement, orientation, and ongoing integrated career and educational planning.
 - SDAERC appointment of Vice President Carter as one of the four representatives for the SDCCD, replacing Esther Matthew who retired.

Budget Committee

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

- The committee met on February 7. Deborah Roth added that she will be meeting with Vice President Sabanos to prepare the agenda for the April 7 meeting, hoping to get the agenda out before Spring Break.
- Rachel Rose asked that some concepts of how budgeting will be happening for next year please be addressed at the next Budget Committee meeting.

Safety and Facilities Committee

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

- The committee will be meeting on February 24, where the facilities master plan will be presented. It will then go to EGC on March 9 before being presented to the Board of Trustees for approval. Resource Allocations involving facilities will also be reviewed at the February 24 meeting.
- Anthony shared that Administrative Services has been working to set up the ESL office at ECC with a more expansive location to properly receive and welcome students. It will now be housed in Room 146, including office space for the Assistant Program Chair. Furniture has arrived and should be installed next week.

Technology Committee

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

- The technology committee met on February 17 and reviewed approximately 80 requests. There was also discussion about receiving and deploying additional Owl meeting cameras.
- HyFlex technology installation has been completed at Cesar Chavez Campus, Mid-City Campus, and is continuing at ECC. Additional training is being scheduled for use of the new equipment.
- Dark fiber upgrades are still on progress.
- There has been an ongoing project to upgrade the wireless system, although it has been impacted by supply chain issues, so not all of the necessary equipment has been received.

Professional Development Committee

No update (Jessica Luedtke, Dean, PRIE not present)

- No new update

Integrated Planning and Resource Allocation

No update (Jessica Luedtke, Dean, PRIE not present)

- No new update

Accreditation

Update by Michelle Fischthal, Vice President, Instructional Services

- No new update

Enrollment Management/Instructional Services

Update by Michelle Fischthal, Vice President Instructional Services

- SDCCE is remaining steady at a fill rate of approximately 77% for spring. Spring is on target with last fall, although last fall was behind from the previous spring semester.
- Vice President Fischthal hopes to do some community engagement to bring students back to SDCCE's campuses. Additionally, with the announcement of booster shots being added to the definition of being fully vaccinated, the plan is to help students prepare for that as well.

Access, Retention, and Completion Committee

Update by Michelle Fischthal, Vice President, Instructional Services (Shakerra Carter, Acting Vice President, Student Services was not present)

- The ARC Committee is the sponsor of the equity-minded strategic enrollment management plan that the college is doing. Although the committee has not met, the five task forces are meeting and working to bring forth ideas for how to move forward.
- Vice Presidents Carter and Fischthal will be working on a new timeline, an SEM landing page, and content for the page.
- Dean Lewis that the Task Force for Transitions will be having its second meeting, and is working on narrowing down a list of recommendations to make immediate improvements and provide updates. One of the issues identified is that when a student has issues during the application process, there is currently no touchpoint or point of contacted listed for them to get assistance.

Student Services Updates

Update by Stephanie Lewis (for Shakerra Carter, Acting Vice President, Student Services)

- Dean Lewis reminded EGC about events happening in support of Black History Month, including a health expert panel and a health and wellness fair. The hiring committee for SDCCE's Dean of Counseling position has had their tally meeting and identified candidates to move forward to the interview process.

SDCE Foundation

Update by Laurie Coskey, Executive Director, SDCCE Foundation

- Laurie Coskey reminded EGC that anyone who is interested in establishing or contributing to a scholarship has to have checks, or their intention of submitting a check, in by March 1.
- Discussions are ongoing to determine the venue for the 2022 Scholarship Awards ceremony.
- Laurie Coskey reported on a visit to Orange Coast College to see their dormitory facility which includes 823 beds. She also reported that Assemblymember Chris Ward has put forth a bill for faculty housing on college campuses.
- Laurie Coskey and Vice President Fischthal reported on a three-year program that is being funded by Price Philanthropies which will be a three-year pilot for a gateway model through Hoover High School to City College, out of Mid-City Campus.

Action Items: No action items.

Informational Items:

Update by President Kay Faulconer Boger

- The District will be holding a community forum on March 1 to gather input for the District Strategic Plan

Special Projects

No Update

- No new updates

Upcoming Important Dates

Update by President Boger

- A Spring Forum will be held in person at ECC, on March 10.
- Joint Board Meeting w/ SDUSD on March 15
- Campus Board Meeting on April 14
- Chancellor's Investiture – May 31

Round Table

- Anthony Vargas reported that County Supervisor Nathan Fletcher is planning to give his State of the County address at ECC.

Meeting Adjourned: 3:22 p.m.