

APPROVED MINUTES

Meeting of the San Diego College of Continuing Education Foundation Board of Directors

Wednesday, May 17, 2023

In-Person and via Zoom

I. CALL TO ORDER

The Regular Meeting was called to order by SDCCEF President Kovrig at 9:08 A.M. following a quorum call at 9:08 A.M.

The following board members were in attendance:

- Neill Kovrig, President
- Roma Weaver, Vice-President
- Dr. Tina M. King, President
- Gretchen Bitterlin, Retiree
- Jacqueline Sabanos, Vice President, Administrative Services
- Shakerra Carter, Vice President, Student Services
- Stephanie Lewis, Dean of Student Services
- Maureen Rubalcaba, Dean of Student Equity (via Zoom)
- Bill Grimes, Secretary
- Mary LeDuc, Treasurer

The following board members were absent:

- Vinzent Balaoing, Student Representative
- Andrei Lucas, Dean of Automotive, Skilled and Technical Trades

The following guests were present:

- Acting Chancellor, Gregory Smith
- Caron Lieber, Director, ETi
- Woody Ledford, Ledford Accounting (arrived 9:31am)
- Myesha Jackson, Special Projects Mgr
- Mariya Anton, SDCCEF Administrative Assistant

II. PUBLIC COMMENTS:

NEILL- Welcoming Acting Chancellor, Gregory Smith.

Dr. Tina M. King

- Update on the Foundation- no definite resolution on becoming part of the District
- Update on the Workforce Partnership
- Update on the Audit- issues have been addressed
- Update on ETi- will remain with the Foundation

Acting Chancellor- Gregory Smith

- SDCCE Foundation will not be becoming part of the District
- Growing the District's funding resources- maintaining flexibility in ways that the District can't
- Not removing resources but enhancing

Gretchen Bitterlin-

- Congratulations on a beautiful event- Stars on the Rise

III. REPORTS:

FOUNDATION- Neill Kovrig and Dr. Tina M. King:

- In search for an Exec Director
- Previous searches have not provided positive results
- Will identify an Interim in the next weeks to serve for 5-6 months

ASB-Vincent Balaoing

- Awaiting election results

ETi- Caron Lieber:

- ULCArborist Training- \$1.5million grant from SDGE- Graduation 6/2/23; Job Fair
- Contract with National Immigration Forum- provide vocational ESL training to supermarkets employee for management promotions
- Contract with San Diego Labor Council- Hotel Worker Cohort #2 (34 hours course) June 5-9, 2023
- New courses at BRIG Pendleton - we were complimented about our instructor's commitment.
- Finalizing courses at BRIG Miramar
- Teaching safety classes for our ARP Cohort 9
- Tour of ECC for California Conservation Corps on May 25, 2023
- Arbor Day at ECC on May 31, 2023
- Working on several proposals for training for the next 6-12 months.

Development- Neill Kovrig

- Coretta Scott King Brunch- September 9, 2023
- Save The Date- September 9, 2023

Historical Preservation Committee- Neill Kovrig/Roma Weaver

- HGA conducted several meetings re: ECC Theater Renovation
- The presentations were well attended by the Community Members
- Completion Date: January 2025

Stars on the Rise Event- Neill Kovrig

- Highly attended
- Higher number of scholarship forms/request from last year's

IV. FINANCE REPORT- Woody and Bill

Woody:

- 83% through the year, Revenues are 74% a bit behind where we should be
- We are about \$300K ahead from last year
- Expense 19% over last year- primarily from ETi
- Participant Expenses are 24%
- \$75K given out for scholarships
- \$336K bottom line- substantially in the black
- 89 cents of every dollar is spent on our programs- this is what the donors want to see and know.

V. CONSENT CALENDAR

- A. Reports Received Reports received 05/17/2023- Executive Director's Report and Finance Report
- B. Approval of Minutes- 03/15/2023
MSP : First, Roma Weaver; Seconded: VP Sabanos Roll call: Dean Rubalcaba- Yes, Gretchen Bitterlin- Yes, Roma Weaver- Yes, Mary Leduc- Yes, Dr. Tina M. King- Yes, Bill Grimes- Yes, Neill Kovrig- Yes
- C. Upcoming Events: Arbor Day @ ECC 5/31/23- 9am- 10:30am, Utility Line Clearance Arborist Graduation 6/2/23- 12noon; Commencement & Reception 6/7/23- 3:30- 7:00pm; Coretta Scott King 9/9 @11:30am;

Motion to Adopt Consent Calendar

No oppositions, No discussion, Consent Calendar Stands Approved

VI. ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR

None

VII. BOARD MEMBER COMMENTS/ROUNDTABLE

NA

VIII. CLOSED SESSION (as applicable)

NA

IX. ADJOURNMENT

Next meeting, July 19, 2023, Meeting was adjourned at 10:22am