



SAN DIEGO  
COLLEGE OF  
CONTINUING  
EDUCATION  
FOUNDATION

~ SINCE 2008 ~

**BOARD OF DIRECTORS**

**OFFICERS**

Neill K. Kovrig  
*President*

Roma Weaver  
*Vice President*

Bill Grimes  
*Secretary*

Mary LeDuc  
*Treasurer*

**BOARD MEMBERS**

Vinzent Balaoing

Olivia Flores

Gretchen Bitterlin

Michelle Fischthal, D.B.A.

Stephanie Lewis

Shakerra Carter, Ed. D.

Maureen Rubalcaba

Jacqueline Sabanos

Kay Faulconer Boger, Ed. D.  
Andrei Lucas

**Executive Director/  
Chief Executive Officer**  
Laurie Coskey, Ed.D.

## MINUTES

Regular Meeting of the  
San Diego College of Continuing Education Foundation  
Board of Directors  
January 21, 2022  
Zoom

**I. CALL TO ORDER**

The Regular Meeting was called to order by SDCEEF President Neill Kovrig at 9:31 A.M. following a quorum call at 9:30 A.M.

The following board members were in attendance:

- Laurie Coskey Ed. D., Executive Director
- Neill Kovrig, President
- Stephanie Lewis, Dean College and Career Transitions
- Roma Weaver, Vice-President
- Gretchen Bitterlin, Retiree
- Bill Grimes, Secretary
- Michelle Fischthal, Vice President, Instructional Services
- Kay Faulconer Boger, Interim President
- Vinzent Balaoing, Student
- Mary LeDuc, Retiree
- Diana Vera-Alba on behalf of Olivia Flores, Counselor
- Jacqueline Sabanos, Vice President, Administrative Services
- Shakerra Carter, Acting Vice President, Student Services
- Andrei Lucas, Dean of Automotive, Skilled and Technical Trades

The following board members were absent:

- Maureen Rubalcaba, Dean of Student Equity

The following guests were present:

- Caron Lieber, Manager, ETi
- Juliette Bautista, SDCEEF Administrative Assistant

**II. RESOLUTION AB(361):**

Resolution to Consider and Adopt a resolution pursuant to Government Code section 54953(e), as amended (AB 361), allowing for virtual meetings.

MSP: First, Mary LeDuc, Second, Gretchen Bitterlin

No oppositions, No abstentions, Resolution Approved

**III. PUBLIC COMMENT:**

Roma Weaver commented on Laurie Coskey's leadership and Dean Lewis, Dean Rubalcaba, and Caron Lieber's work throughout the past year.

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***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.*

#### **IV. EXECUTIVE DIRECTOR'S REPORT**

Michelle Fischthal, Vice President, Instructional Services, and Shakerra Carter, Vice President, Student Services, provided reopening updates and Spring 2022 semester. Jackie Sabanos, Vice President, Administrative Services, provided an update on the ECC Theater Renovation Committee:

**Michelle Fischthal** – We have continued hands-on classes for Fall 2021 students to complete. Overall, the District is delaying the spring opening in the manner of moving classes that would have been on campus to a remote start. As we support these classes, there will be a skeleton crew of Support Services on campus. Many classes that were hybrid or fully on-campus are moved online for three weeks, and we are limiting the number of students on campus for classes that cannot be done remotely.

Separate from the courses that have been extended remotely, we are having challenges with enrollment for on-site classes and are thinking of moving them fully online.

**Shakerra Carter** – We are working with all of the Student Services teams at all campuses have staff on campus the first two weeks of courses to help service students. In the meantime we are continuing virtual events and are looking to partner with ASB for Black History Month events in February.

**Jacqueline Sabanos** – We have a committee of community members, administrators, and classified professionals to review 10-15 different firms for the ECC Theater redevelopment. We have to spend the funding by 2024 so this process is accelerated.

**ASB: Vinzent Balaoing** – The ASB students are fully virtual right now, but are continuing to meet and share food distribution updates. We are trying to do some events for Black History Month and Chinese New Year.

**ETI: Caron Lieber** – We started the second cohort with 15 fully vaccinated and boosted students for the Arborist Training funded by Pacific Gas & Electric. The graduation will be February 10<sup>th</sup> at the California Conservation Corps. Brig Miramar has courses offsite since they are on lockdown due to COVID, but Plumbing is still able to continue. Laurie and I are working on a proposal to teach 6 courses, a proposal for Associate Clinical Social Workers, and one for courses for Camp Pendleton to implement in late Spring. I am also working with Juliette on our ETi website.

**Administration: Laurie Coskey** – Administratively, we do not have any new hires and are all hired out in our programs. One of our employees is leaving, but is going to be training his successors and will be volunteering with the program.

**SB1/Gateway: Laurie Coskey** – For our Gateway program, we have 56 students in the immigrant and refugee program. We have to spend the largest amount of our funding in that program towards internships, but have not been able to start the internships due to COVID. The Apprenticeship Readiness Program (ARP) is in the middle of our third cohort. Our goal was 27 students but we are at 19. The SDWP has encouraged us to work with their Second Chance program, unfortunately some justice-involved individuals have left the program. We need to work closer with the Second Chance case managers to help maintain and keep students interested. The agency has been asked by the SDWP to send a certain number into our program, but since they haven't chosen to join, we have to figure out ways to engage them further.

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This cohort will be done in March, but we have two more cohorts and an additional one which we are going to try an alternative time since this is a daily three month program.

**Stephanie Lewis** – Regarding the Gateweay program: We just met with Workforce Partnership to restructure how this program works for the communities we are serving, so I hope that they allow us to recruit other students that need help that aren't just ELL, immigrant, and refugee students only.

**Development: Laurie Coskey** - We received the \$75,000 from SDG&E, which part of it goes to scholarships. We raised \$60,000 to support the identifying pathways to create housing on CE, Mesa, and City Campuses. We hired the LeSar Development and raised \$30,000 each from San Diego Foundation and Lucky Duck Foundation. By the end of February, we will have tangible pathways for how to build these living spaces. We would build them, but the idea is that they would be operated by San Diego Youth Services, YMCA, South Bay community services, etc. Chancellor Cortez realized if there is dust budget funding at state level, there would be some at the federal level too, and would also like us to prepare two or three \$1 million requests for ear-marked federal funds.

**Kay Faulconer Boger** – We sent a \$64 million proposal request to Assembly member Chris Ward to provide student housing on our campus that would help multiple levels for small stores, individual, and family housing. The actual cost for these spaces have not be determined yet, but it would focus on opportunity and justice involved youth that have challenges.

**Michelle Fischthal** – With the requests, we had initial plans in place to focus on digital literacy workshops for students, advancement in our ESL communities, and digital fabrication, which we will be revisiting.

#### **V. FINANCIAL REPORT:**

**Mary LeDuc** – Woody, Laurie and I met, and we decided to postpone our financial report until next month, but our financial position is strong

**Laurie Coskey** – We were finally paid for the Naval Special Warfare, which was \$155 thousand. We have a lot of receivables out to CE and are working with Mark Nesbit. Some of our programs aren't billing as much as we anticipated.

#### **VI. CONSENT CALENDAR:**

**MSP: Mary LeDuc, Bill Grimes**

No oppositions or abstentions.

#### **VII. Action Items removed from Consent Calendar: None**

**VIII. ROUNDTABLE/BOARD COMMENTARY** – President Kay provided a life update, discussed the Theatre Renovation Committee, and commented on how CE is working extremely hard to find solutions during these COVID-19 challenges. There is a reminder that the Spring Semester starts February 1 and Institutional Day is January 31.

#### **IX. REPORT OUT FROM CLOSED SESSION (as applicable): None**

#### **X. ADJOURNED: 10:38 A.M.**

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