

**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 27, 2019 ECC Rm. 106

2:00 p.m.

Carol Wilkinson, Chair

Members Present:

1. Carol Wilkinson Representing for President, Carlos Turner Cortez
2. Cassandra Storey Representing for Vice President of Instruction, Michelle Fischthal
3. Carol Wilkinson, Acting, Vice President of Student Services
4. Mark Nesbitt Representing for Vice President of Administrative Services, Jacqueline Sabanos
5. Richard Weinroth, Academic Senate President
6. Neill Kovrig, Classified Senate President
7. John Bromma, Academic Senate President Elect
8. Barbara Pongsrikul, Acting, Dean of Deans
9. Timothy Pawlak, Academic Senate Chair of Chairs
10. Olivia Flores, Academic Senate Treasurer
11. Ron Flores, Classified Senate Representative
12. Rafael Orozco, ASB Representative

Members Absent: Carlos Turner Cortez, Jacqueline Sabanos, Madrid, Mary LeDuc, Mitza Lindsey

Guests: Allison Bechill, Exec. Dir. of SDCEF

Approval of Agenda

Approved as Amended, MSP *Kovrig/Flores*

Approval of 2/13/19 Meeting Minutes

Approved as Amended by, MSP *Pongsrikul/Flores*

Abstentions: Neill Kovrig

Presentation: Foundation by Allison Bechill

- Looking for volunteers to help with the Scholarship event Monday, April 22, 2019. Faculty can contact Carmen Perez.

Academic Senate

Academic Senate (AS) President, Richard Weinroth reported:

- A four Senate open session at CE will be held this Friday, March 1, 2019 in room 184 from 12:30-2:30 P.M.
- Working on a list for e-mail storage. This list identifies high need faculty. Copies of this list will be made available.

Classified Senate Update

Classified Senate Representative report by Neill Kovrig:

- Monthly meeting was held on February 26, 2019
 - Discussed upcoming Senate elections and updates to the by-laws
 - Election will be held in May 2019
- The Region 10 Classified Senates' meeting will be held sometime in the month of March, date yet to be determined.

Student Report

- Students want to know why the food pantry has been closed during their supposed hours of operation.
- Students are also being told that the food pantry is closed until March 11th.
 - C. Wilkinson will look into this issue

BOT Meeting Update

- N. Kovrig reported that there will be a ‘Participatory Governance Workshop’ that will be taking place at the beginning of the next BOT meeting on March 14th, at the request of the new BOTs’, Trustee Milgrim and Trustee Elo.
- R. Weinroth reported that there is a Joint BOT meeting at ECC on Tuesday, March 19th at 5:00 P.M.

Accreditation

- B. Pongsrikul reported that there will be training on campus labs February 28th to look at some of the options for the accreditation storage.

Enrollment Management

- ACS and FTS is a little low for spring
- Productivity continues to be the focus
 - J. Bromma recommends producing a data report on the impact inclement weather and flu season may have had on ACS and FTS numbers.

Access, Retention, and Completion Committee

- R. Weinroth reported that at the last meeting there was a presentation given by N. Lindenberg on effective ways of assisting our students.

Budget Committee

- Meeting on Monday, March 04, 2019

Safety and Facilities Committee

- Currently focused on creating a standardization of hours

Professional Development Committee

- No Report

Technology Committee

- Reviewed and ranked all of the technology resource requests

SDCE Foundation

- No Report

Action Items: None

Informational Items: None

Special Projects

- **San Diego Gateway to College and Career**
 - No Update
- **San Diego Promise**
 - C. Wilkinson spoke with R. Ashton about creating a flyer for CE.
 - Reviewing the timeline of the schedule and how to get that information out to counselors’, as soon as possible to do more outreach to students.
 - C. Wilkinson will help arrange for Dean, Stephanie Lewis to present on Promise at a future EGC meeting.
- **Veterans Opportunity Program(VOP)**
 - No update
- **TECH/HIRE**
 - No update
- **Rise to Success Pathways (SDRM)**
 - Refer to the ‘Career and College Transition’ update
- **Career and College Transition**
 - The grand opening for, ‘Rising to Success Equity Centers’ and ‘Career and College Transition Centers’, will be held at the same time and same locations.

- March 13, 2019 at Mid-City from 10:00-11:00 and March 14, 2019 at Caesar Chavez from 11:30-12:30
 - This event is focusing on Staff and Students
 - Cake and refreshments will be served at the grand opening
- Staff should also be alert to attend other activities that will be held on March 11th and 12th, as part of the ‘Career and College Transition’ week event.
- Information about this upcoming grand opening will be sent out soon.
- **Rising to Success Equity Centers**
 - Refer to the ‘Career and College Transition’ update
- **SDCEats & Farm to Family Fair**
 - No Update

PIO Media and Marketing Updates:

- An announcement will be made in regards to the upcoming grand opening event for ‘Rising to Success Equity Centers’ and ‘Career and College Transition Centers’ in March.
 - Will distribute flyers & posters in support of this event, and that will be repurposed for ongoing information at campuses.
- Supporting Gateway Program with their next cohort of students who are starting the pre-apprenticeship readiness program.
 - 25 Students are going to start the 2nd week of March
 - Materials to help recruit will be provided, as well as a video of that program. This video will include student testimonials
- Supporting the President’s office on some organizational awards including an award submitted on behalf of Maureen Rubalcaba for Assembly Webber’s awards for women in the community who are supporting Social Justice and different types of efforts.
- Helping to prepare some information on the Presidents Forum, the Spring Mad Hatters Tea.
- Will be working with the group of people that A. Bechill has already been working with, to help get some information online for the foundation website.
- Distributed a copy of the ‘Academic Areas Report’, program of focus was ‘Healthcare Careers’.
- Running ‘Plumbing’ ad in digital and print in the Claremont times for the next 3 months.

Upcoming Important Dates:

- Presidents Forum is on March 14, 2019 from 1:30-3:30 p.m.
- Correction-BOT ‘Open Door’ begins at 3:30 p.m. with the program starting at 4:00 p.m.
- The Commencement Reception begins at 10:00 a.m. with the program beginning at 11:00

Round Table:

- R. Flores–Notifications about site visits to obtain Faculty cap and gown measurements will be issued out soon.
- A. Bechill – The ‘Gateway Pre-apprenticeship Readiness Program’ has hired Kim Jackson, as their fulltime coordinator.

Meeting adjourned at 2:48 pm