

**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 10, 2018 ECC Rm. 106**

**2:00 p.m.**

**Jacqueline Sabanos, Chair**

**Members Present:**

1. Jacqueline Sabanos, Vice President of Administrative Services, Representing for President, Carlos Turner Cortez
2. Richard Weinroth, Academic Senate President
3. Michelle Gray, Representing for Vice President of Instruction, Michelle Fischthal
4. Star Rivera-Lacey, Vice President of Student Services
5. John Bromma, Academic Senate President Elect
6. Timothy Pawlak, Academic Senate Chair of Chairs
7. Mary Leduc, Classified Senate
8. Mitza Lindsey, Classified Senate
9. Rafael Orozco, ASB Representative

**Members Absent:** Michelle Fischthal, Neill Kovrig, Carlos Turner Cortez, Olivia Flores, Ranessa Ashton

**Guests:** Ranessa Ashton, PIO; Michelle Gray, Dean of BIT/DE; Barbara Pongsrikul, Dean of ESL and El Civics; Ivonne Aguilar, representing the Citizenship Class

**Approval of Agenda**

Agenda Approved, MSP *Lindsey/ Bromma*

**Approval of 9/26/18 Meeting Minutes**

Approved as Amended by, MSP *Rivera-Lacey/Weinroth*

**Program Presentations:**

Note: Carlos reminded all that the EGC Presentations this year will be from each Instructional program and are to highlight what's new, what's innovative and some of their successes. After each presentation, the program Dean will work with Ranessa & team to write a story for the newsletter highlighting that program.

- Citizenship reported on by **Barbara Pongsrikul** along with Guest speaker **Ivonne Aguilar**
  - Ivonne Aguilar shared her positive experience with online classes and
    - Ivonne stated that she decided to take an online class because of its convenience and accessibility to the material. Also, that she took the regular class because she feels it's important to be involved with the community and expand social circle.
    - Heard about the classes through flyers and pamphlets offered within community.

**Academic Senate Update**

Academic Senate (AS) President Richard Weinroth provided the following information:

- The Senate will attend an Area D meeting this Saturday, October 13<sup>th</sup> in preparation for the State Preliminary meeting in November.
- The Senate Presidents will discuss resolutions as well get updated on situations from the State.

- Richard stated that he will receive an update on how the progress is going with building relationships with Chancellor Feli Uccle. Richard also stated that it's a very careful balance, since there is some that feel there should be a push for a vote of no confidence and some who feel that is too strong, too soon. That conversation is happening and always interested in what the other Academic Senate Presidents are talking about and how they are dealing with some of the same initiatives were dealing with.
- Working with our Distance Ed Committee on getting clear on what they do and how that impacts the institution.

### **Classified Senate Update**

Classified Senate Representative, Mary Leduc reported:

- Classified Senate meeting next week.
- Classified is already in the process of planning our baskets for next year's Convocation.

### **BOT Meeting Update**

- Meeting is Thursday, October 11<sup>th</sup> at 4:00pm at the District and nothing on the agenda for Continuing Ed.

### **Accreditation**

- No Update

### **Enrollment Management**

- Michelle Gray reported that there is an ongoing conversation on retention.
  - Also, reported on how discussions about career strategy curriculum are taking place, and how it will benefit their students.
  - Goal is to help the student understand before they take a class whether it will indeed lead to where they think they'd like to be.

### **Access, Retention, and Completion Committee**

- Star reported that the ARCC Committee is to meet again on October 18<sup>th</sup>.

### **Budget Committee**

- Jackie reported that the committee had their meeting on the first Monday of the month, October 1<sup>st</sup>, the second meeting of the Academic year. Jackie was joined by her new Co-Chair, Olivia Flores.
- To meet again in November to decide how to divide up the PPIS fund for the year.

### **Safety and Facilities Committee**

- Jackie reported that she met with committee on third Thursday a couple of weeks ago. Over the summer she worked with some classified professionals who helped develop her develop a plan for safety week at the different campuses. This plan includes activities and videos on various topics to help focus on safety on the campus.
  - Where is your emergency call box?
  - What to do if there is an active shooter?
  - More information on this will be coming soon.
- Jackie has already forwarded a copy of the plan to the office managers at each campus.
  - John asked Jackie for a copy of this plan, so that he can present it to the Academic Senate next week.
    - *Jackie will forward John the plan for each individual campus.*
- Jackie stated that they were discussing ways to best communicate this plan. She has already forwarded a copy of the plan to the office managers at each campus and in turn they will share this information with their faculty.
- Jackie reminded the committee members that their participation is voluntary. Also, reminded members that this is a pilot program and that some campuses will choose to have it in the classrooms.
- These activities will be held in several different classrooms and the same week as evacuation drills.

### **Professional Development Committee**

- No Update

### **Technology Committee**

- Jackie met with Co-Chair, Aaron Iffland, for an introductory meeting to outline some Goals for the year and reviewed membership.
- Scheduled to meet again Thursday, October 18<sup>th</sup>, 2018 at 2pm in room 186, invited members to attend.

### **SDCE Foundation**

- Star reported that the 'Farm to Family Fair' soft launch is scheduled for November 7<sup>th</sup>, to be followed by the grand opening in December.
- Star also reported that they are onboarding new folks into Gateway

**Action Items:** None

**Informational Items:** None

### **Special Projects**

- a. San Diego Gateway to College and Career
  - Star Rivera-Lacey reported that have brought new folks onboard and currently in the recruitment phase for the 3<sup>rd</sup> cohort.
- b. San Diego Promise
  - Star Rivera-Lacey reported that they are still waiting to see their final numbers for the 2018 cohorts.
- c. CalTRANS
  - No Update
- d. TECH/HIRE
  - No Update
- e. Rise to Success Pathways (SDRM)
  - Star Rivera-Lacey reported that the students seem to be doing well and classes are going on.
- f. Career and College Transition
  - Star Rivera-Lacey reported that they are working on the furniture piece and the overall function of it.
  - Juanita Ledesma is currently SDCE's Acting Dean for Career and College Transitions, who is also assisting Anthony Vargas. To be getting a timeline of when the grand openings are going to be.
- g. Rising to Success Equity Centers
  - Star reported that currently it's about ordering furniture and how they would really like to get something out the public with times and hours.
  - Star will have an update for the committee in the next couple weeks.
- h. SDCEats & Farm to Family Fair
  - Star Rivera-Lacey reported that there will be a November soft launch
  - December 5, is the grand opening
  - Star stated that they are looking for some exterior funding for the 'Farm to Family Fair' and exterior funding for some refrigerators that will be located in the areas where we don't have food pantry's available for students. She stated that they are looking at Palomar College and seeing what ideas can be implemented here at Continuing Ed.
  - Star reported that they these special projects are in the planning phase and they will have something to present to this group in the coming weeks.

### **PIO Media and Marketing Updates:**

- Ranessa reported that the, 'League of innovation' ran a story about continuing education efforts on OER in our newsletter as well as online in the digital archive of stories.
- Ranessa also reported that Star Rivera-Lacey was profiled in the Union Tribune and that it was well-deserved. (Distributed a hard copy of the article)
- Carlos Cortez made a community spotlight radio appearance for the Union Tribune and was accompanied by Jose Cruz, Director of San Diego Council on Literacy and one of our San Diego Promise students.
- Distributed 2 news releases:

- Released information was on Will Chamberlin, a faculty member in our CalWORKs program, who was recognized and honored as a Fannie Lou Hamer justice champion, and received an award.
- Released a student success story about a gentleman in our automotive program, who went on to find successful work after receiving his completion certificate.
- Supporting Presidents public service with a couple of presentations at ACCT and HACU
- Completed printing of Rise San Diego program event. Received a table for that event.
- Currently working on three videos in the PIO.
  - 3 counselors and Esther Matthews who come to orientation. 30minute long video.
  - 2 student success stories that have gone through the Business Program.

**Important Upcoming Dates:**

- Reviewed by committee members

**Round Table:**

-Committee members thanked Yvonne for her great presentation

-Rafael Orozco-Expressed in behalf of the students that there is a need to address poor Wi-Fi connection on his campus. Jackie advised Rafael that she will look into this problem for him.

-Rafael also reported that students in class 5478 are upset that they have a new teacher, and prefer previous teacher, who is also a SMOG Specialist. Jackie advised him to report this complaint to the Campus Dean.

-Rafael also requested that a SMOG certification program be developed as part of the automotive program. Michelle Gray advised Rafael that she will take this request back to Michelle F.

-Rafael inquired about having their photo on their student ID's, to help with receiving student discounts. Star will follow up on this request.

*Star asked that the 'Student Report' be on every EGC Agenda moving forward*

Meeting adjourned at 4:00 pm