

**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.

**November 4, 2020 ECC Room 106
1:00 p.m.**

Carlos Turner Cortez, Chair

Call to Order: 1:02pm

Members Present:

1. Carlos Turner Cortez, SDCE President
2. Star Rivera-Lacey, Vice President Student Services
3. Anthony Vargas on behalf of Jacqueline Sabanos, Vice President Administrative Services
4. Lorie Crosby-Howell on behalf of Michelle Fiscthal, Vice President Instructional Services
5. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
6. Neill Kovrig, President, Classified Senate
7. Eddie Madrid, Vice President, Classified Senate
8. John Bromma, Academic Senate President
9. Matthew Rivaldi, Vice President, Academic Senate
10. Rachel Rose, Academic Senate Chair of Chairs
11. Mitza Lindsey, Classified Senate Secretary Treasurer
12. Danielle Ninnes, Classified Member at Large

Members Absent: Richard Weinroth, Academic Senate, Past President; Olivia Flores, Academic Senate Treasurer; Timothy Pawlak, Academic Senate, Jacqueline Sabanos, Vice President of Administrative Services, Michelle Fischthal, Vice President Instructional Services

Guests: Laurie Coskey, Executive Director, SDCE Foundation; Esther Matthew, Dean of Counseling, Olena Kirklen, Student Representative, Aaron Iffland, Faculty, Anthony Vargas, Administrative Services, Patricia Lopez, Senior Secretary, Administrative Services

Approval of Agenda

Approved as Amended, MSP: *Kovrig, Rivera-Lacey*

Abstentions: Lorie Crosby-Howell

Approval of 10/14/2020 Meeting Minutes

Approved, MSP: *Rose, Lindsay*

Abstained: Neill Kovrig

Edits: Remove Neill Kovrig from Members Present list. Remove Matthew Rivaldi's comment on additional clarification.

Presentation

Sustainability, Anthony Vargas & Patricia Lopez on behalf of Jacqueline Sabanos, Vice President Administrative Services

- Surplus items were posted on a webpage to be utilized throughout the campuses.
- A few goals were prioritized:
 1. Raising awareness of environmental issues (working with associated Student Body to promote eco-friendly resources, installing two water refill stations at Mid-City campus)

2. Identifying resources and programs to advance sustainability
3. Sponsorship of activities and events that support sustainability
4. Empowering classified professionals and faculty to become campus sustainability leaders
5. Train and promote use of technology to reduce consumption of resources
6. Establishing a sustainability initiative green team (continued effort for student participation and industry leadership)
7. Integrate sustainability into Facilities Planning (ex: solar panel project at ECC).
 - Small efforts lead to significant change, there is a continued effort to reduce consumption of resources.
 - There is also going to be a Sustainability Week started in honor of Earth Day. There is a plan to create videos and spread student engagement within the Sustainability Committee.
 - This committee derives from the Safety and Facilities Committee. The meeting dates are:
 - 11/18, 03/24, 05/26, 07/28, 09/22

Academic Senate Update

Academic Senate update by Matthew Rivaldi on behalf of John Bromma, Academic Senate President

- No new meeting updates. Continuing to work with the Technology Committee on the updated Technology Request form.

Classified Senate Update

Classified Senate update by Neill Kovrig

- The results of the Classified Senate's decision for the Name Change poll have been reviewed.
- 50 people responded to the survey with positive feedback and discussion.
- The next meeting is November 17th
- Classified Senate's Annual Scholarship will have the same process as others with the Foundation. Further developments will be given in the year(s) to come.

Student Report

Student Report update by Olena Kirklen, ASB Student Representatives

- Our goals to inform and encourage all students about the ASB websites and social media.
- They propose there should be ASB websites throughout all the different campuses. This will allow students to get assistance
- There is a request to hold a district-wide meeting with campus ASB Presidents and Advisors to promote and strategize.

Enrollment Management

Enrollment Management update by Lorie Howell on behalf of Michelle Fischthal, Vice President Instructional Services

- Continuing to analyze targets and look for further opportunities to open more classes.
- Targets are being assessed and they are looking at further opportunities to open more classes.
- Closing numbers from 2019-2020 officially showed that in light of a COVID-19 closure, the productivity and enrollment goals were exceeded.

Accreditation

Accreditation update by Lorie Crosby Howell and Star Rivera-Lacey on behalf of Michelle Fischthal and Jessica Luedtke

- The Subcommittee met, the progress report will be posted on the website with a form for optional feedback. This will come out in the Accreditation site where constituents can provide feedback.
- This form will be posted for 10 business days. Prior to sending to the District for approval on January 4th, it will be brought up to Executive Governance Council as an informational item.

ASB

ASB update by Star Rivera-Lacey, Vice President Student Services

- Meeting next week remotely.
- Preparing for the November 18th Town Hall with Nate Howard.

Budget Committee

Budget Committee update by Anthony Vargas on behalf of Jackie Sabanos, Vice President of Administrative Services

- Met on Monday to review the Resource Allocation Process and CARES Act Funding spending plan.
- Broke down the total number of requests received and processed the funding sources for those requests that were or will be eventually approved.

Safety and Facilities Committee

Update given by Anthony Vargas

- No new update.

Professional Development Committee

Professional Development Committee update by SRL on behalf of Jessica Luedtke, Dean, PRIE

- No new update.

Technology Committee

Update by Anthony Vargas and Aaron Iffland, Faculty

- Mobile device procedures will be discussed tomorrow, and a requisition was submitted for 40 new laptops.
- There is a 2.0 version for the Technology Request form. A draft is out with Academic Senate, will continue to Classified Senate and Distance Education.

Annual Integrated Planning

Update by Star Rivera-Lacey on behalf of Jessica Luedtke, Dean PRIE

- Instructional and Administrative Program Reviews are due at the end of the week (11/6) and Strategic Plans and Requests for resources are due 12/4.

Informational Items:

Name Change

Update by Carlos Cortez, SDCE President

- There was a two-part ballot distributed to the community. Thus far there has been over 200 responses. Please continue to encourage constituents to participate.

Special Projects

Update by Star Rivera-Lacey, Vice President Student Services

- No updates, however, there is an in-progress, preliminary proposal to open space at our parking lot for a modified version of the Farm to Family Fair.

Reminder: 2020 EGC Calendar

Update by Carlos Turner Cortez, SDCE President

- November meetings adjusted dates: November 4 & 18

Upcoming Important Dates

Update by Carlos Turner Cortez, SDCE President

- Brief reminder of upcoming special events and encouraged all to participate in informational and fun events.

Round Table

- Star Rivera-Lacey: Veteran's Day will have an event November 10th via Zoom. Dean Maureen Rubalcaba is the lead for this event.

- Please remind students enrolled at CE to apply for a United Way Grant if they haven't already. There is 1,000 awards to present to students. If over 1,000 students apply, there is a randomized program to distribute them accordingly.

Meeting Adjourned: 1:42 pm