**Concurrent Enrollment Advisory Board  
Meeting Minutes**

*Date:* **January 23, 2020**

*Time:* **1:00-4:00pm**

Location:

**Colorado Community College System  
9101 E. Lowry Blvd  
President’s Room (2nd floor, east end)**

**Denver, CO 80230**

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| **P**resent **A**bsent |  | **P**resent **A**bsent |  |
| P | Kim Maxwell | P | Mark Thompson |
| P | Chico Garcia | A | Rebecca Fernandez Martinez |
| P | Danny Martinez | P | Andy Tucker |
| P | Diana Zakhem | P | Sarah Heath |
| P | David Vetter | P | Susan Clough |
| P | Jenise Rosa Pickens | P | Tammy Ward |
| A | Bobby Pace | P | Dahl Gehle |
| P | Sheri Bryant |  |  |

Carl Einhaus, Michelle Romero

**Welcome & Minutes Approval**

-Meeting called to order at 1:00pm.

-Mark moved to pass minutes. David second. Unanimous ayes.

**New Members Welcome**

-New members (Jenise, David, Kim, Chico) were asked to introduce themselves and give brief bio. Current members also introduced themselves to new members.

**AG Office: Sunshine Law Overview**

-Skip Spear from the AG Office presented an overview of the Sunshine Law to the board. State boards are to receive Sunshine Law trainings annually.

-CCCS Vice Chancellor of Academic & Student Affairs, Dr. Landon Prius, welcomed the group to CCCS office and thanked the CEAB for their work. Brought up a couple of CE bills being discussed in the legislation: 1) CE communication to middle school students, 2) OER for CE courses

**Officer Elections**

-By unanimous vote, Tammy Ward was elected as Chair and Mark Thompson as Vice Chair to serve a term of 3-years.

**CDE Updates –** *Michelle Romero*

* **SB 19-176** – Communications with Stakeholders on Implementation  
  Michelle mentioned that CASB recently provided their members with a sample policy addressing changes from SB19-176. She has seen an uptick in phone calls and emails with concerns about implementation and wanted to discuss at this meeting ways to facilitate a forum where LEPs can share their policies/practices as CDE does not provide legal advice on school board policies.
  + Kim Maxwell mentioned attending ECBOCES meetings and concerns she’s hearing about what constitutes qualified students.
  + Some ideas to communicate: webinars, Google group online forum, tours or webinars for regional areas, LEPs aren’t tapping into webinars. Regional LEPs have similar settings.
  + Sarah mentioned the flow of communication between superintendents and counselors can have holes.
  + Discussion on: Can we tap into other associations, like CASE, CSCA, CCHS/CR. Is there a legal group for LEPs?
* **SB 19-176** – CE Expansion & Innovation Grant Program Update  
  Michelle shared a list of the 2019-2020 CE Expansion Grant approved grantees (LEPs only) but still needs to work on adding the IHE partners and a summary of the proposals, though the majority of requests involved helping teachers earn their graduate credits to become qualified to teach CE courses.
  + Marty Goldberg, FRCC, asked if proposals would be available for review or would a CORA request have to be made? Andy Tucker said CDE would look into that. Marty asked what were the most innovative proposals? Michelle responded she was impressed by the variety of, outside of Gen Ed, CE offerings, and big technology requests by connecting with other schools.
  + Mark shared how the CE grant is going to help his rural school district. His school has 500 students and 30 teachers. Six of those teachers will be pursuing their master’s degree as a result of this grant. They are thrilled.
  + Question from attendee on how it can be difficult to partner with multiple IHEs while their qualification requirements may be different.
    - Sarah: teacher qualifications decisions belong to the local college, no state-level or national guidance. CEAB has made recommendation to create workgroup around this.
    - Tammy: based on a survey given post-CE Conference, main qualified teacher gaps were in English, math, biology, and history. Working on figuring out how to fill these gaps.
  + No timeline set for cohort II.
* **SB 19-176** – CE Website Update  
  Michelle provided a static screenshot of the website that is being worked on and discussed the vision of the messaging. Invited anyone who knows students who would be interested in creating a video for the website to contact her.

* **ASCENT**-February 5, 2020 @ 10:30am-12:00pm: 2020-21 Training/Q&A Webinar  
  More info: <http://www.cde.state.co.us/postsecondary/ascentslotrequestprocess>  
  -May 1, 2020 is deadline for ITP submission

**CDHE Updates** – *Carl Einhaus*

* **New CEAB member onboarding**

Carl facilitated the Sunshine Law overview for the CEAB and will invite a colleague to provide a brief training on what it is like to be on a state board to understand your responsibilities, limitations and opportunities.

* **Legislative Session**

Not a lot of bills sponsored this year. OER is one of them. Focused more on funding formula update for higher education. Every five years, DHE is tasked with revising this model. A lot of negotiations going on which results in less bills.

* One bill being considered is around providing students the opportunity to test out of more than Gen Ed courses, expanding this opportunity to testing out of any course at a college campus. For students to use their experiences to meet competencies that a course has. Bill may have language around how we communicate this opportunity to students as most are not aware of it.
* Discussion:
  + Chico asked: how will the credit be awarded? Is it transferable? Would hate to have students have to take exams at every college.
  + Per Carl, using a challenge exam (institutional-created exam specific to a course), GT pathway would be transcribed and transferable. Also being considered, a portfolio to show a student’s body of work. It is not CLEP.
  + Question – would this type of credit be eligible for 12-credit requirement for ASCENT? Andy confirmed yes.
  + Question – would this apply to technical colleges/programs? Carl – will check on that.

**Previous discussions follow up**

* **Schedule 2020 meetings**

Quarterly meetings typically on a Thursday in January, April, July or August, and October from 1:00-4:00pm. Considering our new student member has school, do we want to change the day or time? Considering vacations in July, August appears more feasible. While meetings are usually the 4th Thursday of the month, the first Thursday in August would best since schools are busy in late August.

* April meeting to be hosted by MSU Denver, south campus
* Dahl offered to host at Aims CC in Greeley in August
* FRCC-Westminster campus offered to host in October
* **Sharing out from attending any conferences**

To stay updated on CE, Sarah asked board members to share any conferences they’ve attended or articles they’ve read, etc. (as a best conference)

* Michelle shared the OER Conference is scheduled at School of Mines in early June. Encouraged board members to consider attending.
* **Creation of sub-committees, such as new member onboarding and operations procedure manual**

Sarah described the need for subcommittees to oversee different tasks.

* Andy suggested a possible “rapid response” legislative subcommittee or the full board to discuss legislative bills during session. Session lasts from January-May. A “when we need to” hop on a call type of idea.
* Question: could this be posted on the Google group for input from the field? Andy will look into that.
* Sarah referred back to posting 24 hours before a meeting to meet Sunshine law. Any member, if available, can join.
* Question on would testifying be required as a board member at the capitol? Andy said board’s role is to submit recommendations to CDE and then CDE would make recommendations to state board.
* Overall, board members liked this idea.
* If members did meet as subcommittees, they need to let Michelle know in order to post meeting info on website and Google group.

**Public Input**

* Tammy Ward, CCCS: some concerns came up at the CCCS CE workgroup meeting earlier regarding mandatory OER for CE, especially if CE is mandated before campus has to.
  + Angela Alton, CU-Denver: who decides what OER materials are appropriate? Campus departments will want to make that decision. That should be addressed in any bill. To maintain accreditation, campuses need to approve first.
    - Carl Einhaus, CDHE: the bill is still being drafted and concerns are known and being taken seriously.
  + Jennifer Piper, FRCC: if instructors teach CE and non-CE, would this bill expand to beyond CE?
    - Carl Einhaus, CDHE: Yes, that is the expectation eventually.
  + Jessica Buckmaster, MSU-Denver: Regarding academic freedom, some professors have created OER resources and do not wish to offer up to a national repository.

**Action Plan and Next Steps**

Sarah asked for upcoming topics for the next meeting:

* Tammy suggested someone to talk about the legislative session and active CE bills. Andy offered to invite someone from CDE. Marty Goldberg suggested the lawyer from CCCS.
* Online CE request from the chatbox – financial considerations
  + MSU rep: possible experiences, best practices, lessons learned from LEPs in terms of student success
* Suzanne Ellis, JeffCo: can students take a CE course on campus if the district will not cover the cost (since the same course is offered in the building)?
  + Sarah Heath and Andy Tucker: students can self-pay and CCs are open access

Next meeting:

* + Date: **April 23, 2020**
  + Location **MSU South Campus**

Recognition by CDE of Sarah Heath’s leadership as CEAB Chair for 5 years.

**Meeting Adjourned:** 4:00pm