

Concurrent Enrollment Advisory Board Meeting

Thursday, January 22, 2015

Present:

Heather Exby
Michael Gage (phone)
Chelsy Harris (phone)
Don Keeley
Mimi Leonard
Tracey Lovett (phone)
Gene Meier (phone)
Kelly Rosensweet
Rick Sciacca (phone)

Absent:

John Barry
Richard Maestas
Jill Toussaint

Welcome & Minutes Approval – Mimi Leonard

- December Minutes Approval-
 - Don Keeley (1st), Heather Exby (2nd), board approved unanimously.

General Updates, CDE & DHE – Michelle Liu & Brenda Bautsch

- **Michelle Liu**
 - February 1st- ASCENT requests DUE
 - CEAB Chair/ Vice Chair Election
 - Mimi Leonard serving as interim-Chair after departure of past Chair
 - Process for nominations and election process for new chair is outlined in [CEAB Operating Procedures Manual](#). The manual also outlines the roles and responsibilities of the CEAB Chair.
 - Next Meeting- Nominations
 - The vacancy left by previous chair, Scott Stump, is a position determined role on the board – the Director of career and technical education within the state system of community and technical colleges.

- CDE will be in communication with the state system of community and technical colleges when this position is filled to determine who will be appointed to the CEAB.
- **Brenda Bautsch**
 - There are 4 other CEAB positions that will be open starting July 1st, 2015. Three are governor's appointees, and 1 is appointed by the executive director of higher education. DHE is responsible for the process of identifying nominees.
 - Governor appointee: Experience in postsecondary student counseling, student admissions and financial aid.
 - Governor appointee: Experience in public budgeting and finance.
 - Governor appointee: unspecified
 - Department of Higher Education, Executive Director appointee: a representative from the Colorado Community College System.
 - A call for nominees for these appointments will go out within the next 1-2 months in order to identify potential appointees and CEAB nominations for new board members to be filled by July 1st, 2015.
 - An outline of the appointment process and roles for board members is outlined in the [CEAB Operating Procedures Manual](#).
- **Robert Mitchell**
 - Update on CE qualified instructor- Work is currently being done with the Task Force designed to examine ways to increase the numbers of educators qualified to teach CE courses. Our current membership on this task force includes: Heather Exby (CEAB Board); Gene Meir (CEAB Board); Michelle Liu (CDE), Charles Dukes (Aurora Public Schools); Brenda Bautsch (DHE); David Barnes (CCCS) and Robert Mitchell (DHE - chair)
 - COSI Grant- DHE received a grant in the amount of \$100,000 to support 15 teachers in becoming CE eligible instructors. Per grant guidelines, DHE is limited to offering these grants to 22 districts throughout the state. A complete list of these districts is available upon request. Contact Robert Mitchell robert.mitchell@dhe.state.co.us for questions.
 - Item note: if a teacher has a M.Ed. + 18 hours of graduate credit in the discipline -- it does not automatically lead to being hired by the community college department chair as an adjunct professor.

Colorado Opportunity Fund (COF) Presentation

Tanya Covarrubias & Andrew Rauch, DHE

- Legislative Intent of COF-
 - Encourage undergraduate's enrollment for Coloradoans.
 - Encourage enrollment of low income, minorities Coloradoans at state institutions of higher education
- How does it work?
 - COF Eligible enrollment set during JBC figure setting.
 - Remaining funding available run through 1319 allocations model.
 - Institutions submit the COF billings to DHE throughout the year- tied to actual students' credit hours.
 - COF/FFS split is adjusted based on actual enrollment through supplemental, long Bill add-on and DHE EOY transfers.
 - Actual enrollment increases or decreases in current year are reflected in the next year's allocations.
- FY 14-15
 - Public institution
 - \$75 per credit hour
 - \$2,250 per FTE
 - private institution
 - \$38 per credit hour
 - \$1,140 per FTE
- COF Limits
 - 145 undergraduate credit hours and 30 post baccalaureate ours
 - Concurrent enrollment hours count towards limit, except basic skill courses.
 - Institutional waiver: 12 months or 3 consecutive semesters
 - Can grant waivers for concurrent enrollment courses upon student request.
 - CCHE waiver: Must apply for institutional waiver first.
- FAQs
 - Does the stipend, once received by the college reduce the concurrent enrollment tuition owned by student, parent, or school? Is this considered revenue for the school?
 - No- it is part of state support. It only reduced the cost for student by the stipend amount.
 - Is immigration status taken into consideration?

- If a student is in a high school concurrent enrollment program, a student can receive COF for courses they are taking through that concurrent enrollment program up to age 21 without regard to that student's immigration status.
 - If the student is not in a concurrent enrollment program or are additional taking college courses outside of their high school's concurrent enrollment program, a student can receive COF up to age 18 without regard to their immigration status.
- Concurrent Enrollment Vs. Extended Studies
 - Current Policy- if an institution has a concurrent enrollment cooperative agreement with a school district, the concurrent enrollment courses are COF eligible whether offered on-campus or off-campus.
 - No concurrent enrollment agreement = COF eligible courses must be taken on campus or through online instruction (unless a program waiver is sought through CCHE)

Any questions should be directed to Tanya Covarrubias (303-866-2060) & Andrew Rauch (303-866-2749). Tonya.covarrubias@dhe.state.co.us / Andrew.rauch@dhe.state.co.us

CEAB Annual Memo-Mimi Leonard

- Draft of annual memo from CEAB to the State Board of Education and the Colorado Commission on Higher Education as required in statute, C.R.S. 22-35-107 (7).
- Reviewed progress of CEAB on duties and reporting requirements:
 - ASCENT Guidelines update was major work of the board included in the memo, and would be included as an attachment to the memo.
 - Other areas covered was work did with CDE to update FAQs and provide clarified guidance on attendance documentation and funding determinations.
 - CEAB continues to assist the Department in reviewing current CE policies, but at this time does not have specific recommendations for statute revisions.
- Motion to approve memo- Don Keeley, Heather Exby (2nd); board approved unanimously.
- Memo will be taken to the State Board, Commission on Higher Education, and Education committees of the State House and Senate at the same time as the Annual CE Legislative Report, likely March/April 2015.

Public Input

- Volunteer opportunities are available for the NACEP (National Association for Concurrent Enrollment Partnerships) Conference.

- October 25-27, 2015 in Denver at the Hyatt Regency.
- Contact Brandon Protas, CCD, for more information. brandon.protas@ccd.edu
- Public question: Does NACEP (or others) have data regarding matriculation to the specific institution where the student participated in concurrent enrollment during high school?
 - This is something that most community colleges collect data on.
 - Don: This information can vary depending on if student does CE course on institution campus or high school campus.
 - Chelsy: Also varies depending on how many CE credits the student has earned. There is a higher likelihood of matriculation to the specific institution if the student has earned more credits with that institution through CE.
 - Community colleges were asked to maybe put together data to send to the field.

Committee Time

- The purpose: These four groups are subcommittees created based on the priorities that the board identified during the September retreat.
 - Four priorities as identified by CEAB-
 - ASCENT Allocation
 - Best Practices
 - Rural Challenges
 - Instructional Capacity
 - Decided to have the Best Practices group work in collaboration with all groups to pull out case studies/best practices in each of these areas.
- Deliverables and timeline
 - Timeline is flexible. The Department is also working on collecting information on best practices to be available to the field as part of the Graduation Guidelines Implementation Toolkit this summer.
 - Groups can meet as needed, and Department can support use of electronic meeting opportunities.
- Board opens up for members of the audience to join a committee.
 - Carl Einhaus, DHE, and Kay Uhles, FRCC – request to join Best Practices group
- If anyone is interested in joining a committee, please contact Michelle Camacho Liu. (Liu_m@cde.state.co.us)

(Groups meet individually)

Action Plan and Next Steps

- **Individual Committee work**
- **Open spots within for the Concurrent Enrollment Advisory Board will be sent out.**
- **Chair and Vice Chair information will be sent to board members.**

Adjourn 4:00 p.m.

Next Meeting Thursday, March 26, 1-4pm