

Concurrent Enrollment Advisory Board Meeting

Thursday, March 27, 2014

Front Range Community College, Westminster Campus

3645 W 112th Ave, Westminster, CO 80031

Library Lower Level, Room L107

Present:

John Barry
Heather Exby
Michael Gage
Mimi Leonard
Tracey Lovett
Gene Meier
Kelly Rosensweet
Scott Stump

Absent:

Chelsy Harris
Don Keeley
Richard Maestas
Rick Sciacca
Jill Toussaint

Welcome & Minutes Approval – Scott Stump

- Minutes from last meeting approved, Heather Exby (1st), Michael Gage (2nd).
- Scott Stump introduced Kelly Rosensweet from CDE and welcomed her as a new member of the board to fill the CDE designee of the director of accreditation and regional services.

General Update – Michelle Liu and Tamara White

- Michelle Liu provided a brief update from CDE on the ASCENT submission process. 46 districts or charter schools submitted requests in February. Updated MOUs (affidavits) and spreadsheet for student info were sent out to those that made requests.
- A webinar is scheduled for April 10 to provide guidance on the final submission process and answer any questions about process and eligibility. The long bill that determines the amount of ASCENT slots was introduced and is anticipated to be finalized and signed by June 1st.
- Tamara White provided a brief update from the Department of Higher Education (DHE) that there has been restructuring within the department. Introduced Dr. Robert Mitchell, head of educator preparation and school reauthorization. Outlined 3 main areas the department – Student & Academic Affairs, Advocacy, and Outreach & Strategic Services.
- Tamara's role is housed in Student & Academic Affairs – and also includes Admissions, Remedial Ed, gtPathways, ed preparation, and GEAR UP. The Chief Student and Academic Affairs position is currently vacant, so being led by COO Jennifer Sobanet in the interim.
- DHE has developed an external newsletter, Keeping Up. Sign up by contacting Julie Poppen at Julie.poppen@dhe.state.co.us.

- Tamara provided updates on the Policy Implementation Committee, developed after the admissions and remedial policies were approved last December. This group will provide guidance to IHEs in developing admission standard.
- A Supplemental Academic Instruction (SAI) Summit is scheduled for April 17th for all institutions. Three institutions are authorized to offer SAI: MSU Denver, Western, and CCCS.
- Update on Cooperative Agreements (CA) – Tamara developing procedure for collecting CAs as required by statute and the CE Report.
- Questions for Board/Audience on CAs:
 - Guidance received on CAs?
 - Districts have little to no guidance, process often led by IHEs
 - Why do some districts have multiple agreements?
 - Potentially separate for home schools and AECs
 - Michelle clarified that should only have 1 per district, no separate for home schools, AECs. If different provisions for these types of schools, address in main CA. If charter school participating separately from their district, they should have their own CA.
 - Early College vs. CE Cooperative Agreements?
 - Gene: Treated same as CE
 - Brandon Protas, CCD: students being marked as CE
 - Michelle clarified that Early College is exempted from CEPA so do not have same provisions for CA, but is certainly a best practice to have an agreement in place.
 - Would an automated process for submitting be easier?
 - Consensus from board/audience that they would like an automated process
- Key missing info from CAs: dates/terms of contract, tuition costs agreed upon, negotiation terms, and credits earned. Sample agreements can be found on [CDEs website here](#).

FAQ Update/Review – Michelle Liu

- CDE has continued to working diligently with auditors internally to address questions from the board, districts, and schools to assist in providing clearer direction for concurrent enrollment and ASCENT. Some questions have been taken to the attorney general for additional insight and clarification.
- At the last State Board of Education meeting, Sheridan School District appeal of their district's rating brought up issues related to CE, specifically documentation for ASCENT students. From this it is determined that an ASCENT student's diploma must reflect the year the student completes the ASCENT year. It is advised that class ranking should be done as part of the student's ASCENT year. Further clarification will be given on official vs. unofficial documentation for ASCENT students.
- From this review, able to update some FAQs related to ICAPs, cooperative agreements, and payment of ASCENT during the summer. Updated FAQs can be seen on [CDE website here](#).
- Updated guidance on ICAP – as part of the Graduation Guidelines ICAP workgroup, there is much work being done to update guidance and clarify policy regarding ICAP. If there are any

questions/concerns on ICAPs submitted as part of CE audit, the audit dept will provide guidance on what updates can be done to ensure the ICAP is in compliance with the needs for the CE audit.

- Gene Meier: Who owns the ICAP?
 - Misti Ruthven: It is done by the individual student and district facilitates
- Scott Stump: ICAP was required as part of policy/rule to ensure that CE courses aligned with student goals.
- Gene Meier: Whose responsibility is it to ensure ICAP is done and in alignment?
 - Scott Stump: The local education provider (LEP)

CE Legislative Report Review

- Michelle and Brenda Bautsch, DHE, shared the just released [CE Legislative Report](#) with data from the 2012-13 school year. New info provided in this report include students taking CTE courses as part of CE, % of students in an LEP participating to better recognize participation of small, rural LEPs, in depth analysis on student outcomes, and section on next steps for report and CE generally.
- Scott Stump highlighted section on credentials earned through CE and ASCENT as particularly important to show tangible outcome for students.
- Mimi Leonard: Do numbers include CE courses take at both high school and college.
 - Michelle/Brenda: Yes, include both, do not distinguish.
- Mimi Leonard expressed concern that % of students participating in an LEP included 9-12th grade for every LEP when some limit to certain grades (e.g. 11th & 12th only).
 - Brenda: This was taken this into consideration, but as CEPA allows for 9-12th grade, this was only way to provide consistent data.
- Robert Mitchell: interested in college GPA benefits for CE students, particularly compared to AP
- Scott Stump: son participating in CE and provided a face behind the numbers that CE is truly saving time and money for students toward earning a credential.

HLC Guidance & ECS Report

- Scott Stump reviewed HLC guidelines for dual enrollment programs. Implications for teaching 7 learning, degree programs, faculty & staff credentials/qualifications.
- Guidance outlines that CE courses must operate just as any other courses on an IHE campus. It is a form of quality assurance, particularly in assuring CE courses have the same rigor and pre-requisites. If an IHE is providing 50% or more of coursework off campus, that site needs to be approved as well. Guidance support improving process and procedures, as well as showing best practices.
- Brandon Protas: CCD in process of HLC review to have career ed centers as approved site. Goal of CCD to have state guidelines in alignment with NACEP guidelines.
- Michelle distributed [ECS report on CTE and dual enrollment](#). Jennifer Zinth will be at the next CEAB meeting to discuss this report, as well as an upcoming report on CE challenges for rural schools. Board members will be sent questions about their experiences with challenges for rural districts and can contact Jennifer Zinth to include their input as part of the report.

Committee Updates

- NACEP Professional Development day is coming up on April 23 and will be held at the CCCS System Offices, Presidents Conference Room. Apologies that this lands on the same day as many doing ACT testing. K-12 representatives encouraged to come as there is currently low registration for this group.
- Draft agenda provided to board and discussed sessions being offered as being very relevant to issues CEAB has been discussing. Lunch session will highlight CE Legislative report and some specific CE programs. The last session will be a Q&A with CDE, CDHE, CCCS and CEAB members – board encouraged to stay to be part of panel.

Public Input

- Summit Academy representative had question about home based schools being able to only get funding for CE part-time. Scott Abbey connected regarding guidance in [October Count Resource Guide](#).
- Brandon Protas – Is part of PARCC rollout to see if can be used as placement – either college or dev ed placement?
 - Tamara: dev ed placement is up to individual institution
 - Scott: CCCS is deciding on usage of PARCC as dev ed placement
 - Heather Exby: IHEs not part of system could use support for best practice
- Scott on behalf of Charles Dukes – would like a way for the CE application to be aligned with the college application to minimize issues with duplication or paperwork back and forth between institutions and LEPs.
 - Scott is checking with CCCS tech team and will report back
- Concern of ACT timing too late to place students into appropriate classes before need to enroll in CE courses, so currently doing Accuplacer to all students to place.

Action Plan and Next Steps

- Scheduled next meetings through November 2014:
 - July 24 – board confirmed would like to do a July meeting
 - Sept 25
 - Nov 20
- Michelle: Terms of board members being reviewed and any coming up on end of term will be contacted.
- Board confirmed that do not need paper printouts of any materials that have been provided electronically prior to the meeting.
 - Any materials not sent ahead of time should be printed out and provided to board on day of meeting.