

Concurrent Enrollment Advisory Board Meeting

Date: Thursday, March 16, 2017

Location: The Englewood Campus [3800 S. Logan Street, Englewood, 80110.](#)

Professional Development (PD) room

Time: 1:00pm – 3:15pm

Call-In information: Call in Number: [800-832-0736](#) Room Number: [2921808](#)

Attendees:

Phone

Tammy Ward
Mike Gage
Georgia Reagan
Susan Clough

In Person

Diana Zakhem
Dr. Heather Exby
Danny Martinez
Misti Ruthven
Sarah Heath
Mimi Leonard
Robert Mitchell - CDHE
Michael Vente - CDHE

Welcome & Minutes Approval

1. Call to order- Sarah Heath, CEAB Chair
2. Board Approval of the minutes.
 - December 15, 2016: Heather Exby-motion to approve, Mimi Leonard-second. All in favor.

Advisory Board member update

1. Danny Martinez, Director of CU Succeed Program, new DHE board appointee was introduced.
2. Kelly Rosensweet, CDE appointed board member has resigned. CDE will appoint a new board member.

CDE Updates:

1. Legislative Updates – *Misti Ruthven*
 - Federal- ESSA application has been revamped. CDE will have 2 weeks to answer questions and redo the application. More to come.
 - HB 17-1194:
 - a) allows P-TECH students to be counted as a high school graduate in the year in which the student completes the local education provider's or host school's minimum high school graduation requirements, and
 - b) amends the definition of a pathways in technology early college (p-tech) high school to include a p-tech program that operates within a host school.

Guidance from CDE School Finance will be released in May for 17-18 school year.



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2. ASCENT:

- HB17-1294 will allow ASCENT students to be counted as a high school graduate in the year in which the student completes the local education provider's or host school's minimum high school graduation requirements – has not yet passed.
- Due May 1st – MOU and list of eligible students. Districts/schools are encouraged to have “backup” eligible students to allow for summer melt, initially selected student who decide not to do ASCENT, etc. eligible.
- Suggestion made to add samples of ASCENT information for students and parents on CDE webpage.

CDHE Updates - Dr. Robert Mitchell

- New Executive Director Kim Hunter Reed is passionate about CE
 - Conducting round table discussions with CE students on programs
- Qualifying CE teacher support programs:
 - Colorado Opportunity Scholarship Initiative - started 2 years ago; 35 scholarships have been awarded; is sun setting; check CDHE & CCCS websites for more info.
 - Rural Education Bill – up to \$6,000 to help pay for CE 18 credits; through UNC (contact is Megan Quitter)
 - Dr. Mitchell emailed a list of **Concurrent Enrollment Educator Qualification On-Line Programs** to board members and stakeholder on 3/20/17. A copy of the list has been posted to the [CEAB meetings webpage](#).
 - Robert will be working on grant-development to support those teachers not currently teaching a CE course, but interested in becoming qualified (the complementary component to the ongoing CCCS program). If you have interest in developing this grant proposal with Robert, please email him at robert.mitchell@dhe.state.co.us.
- Dr. William Tammone, Provost/Vice President of Academic Affairs, Colorado Community College System discussed a program to help teachers obtain a master degree plus 18 credit hours to be certified as a CE teacher (\$6,000 cap). 31 applications have been approved for 6 colleges; \$186,000 awarded from the \$500,000 program allocation. This program is available to current high school teachers in all parts of the states the program competitive.
 - Dr. Tammone later provided clarification regarding high school instructors teaching CE courses before meeting HLC requirements via this email message:

After the CEAB meeting yesterday, one of the participants asked for clarification on whether or not a concurrent enrollment instructor could teach for a college even before she/he had the qualifications to meet HLC expectations. For what it's worth, here was my response:

In the first place, I want to reiterate that all of the colleges are independently accredited and free to interpret HLC expectations for themselves. This is why the colleges may have different credentialing requirements at this time.

When it comes to concurrent enrollment instructors who are currently teaching for one of the colleges, I think the HLC guidelines are quite clear (keeping in mind that this is my interpretation, and others might not share my opinion): They can continue



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to teach for a college, even if they don't yet meet HLC credentialing requirements, as long as they are currently enrolled in a graduate program and are working towards meeting those requirements.

Consider, for example, the following passage from the HLC's "Determining Qualified Faculty" document: "HLC requirements related to qualified faculty . . . are in no way a mandate from HLC to terminate or no longer renew contracts with current faculty members. HLC expects that institutions will work with faculty who are otherwise performing well to ensure that they meet HLC's requirements."

When it comes to hiring instructors who are not yet employed by one of the colleges, my views may be more controversial, but I think that under certain circumstances, a college could also hire faculty who do not yet meet HLC credentialing requirements, as long as they hired them under circumstances similar to those that apply to graduate teaching assistants - i.e., they must be enrolled in a graduate program and supervised by appropriately-credentialed faculty. The colleges might do this, for example, if one of their concurrent enrollment instructors with the appropriate credentials retires (or resigns to take a position elsewhere) and is replaced by a teacher who is not yet qualified by HLC standards, but who is willing to enroll in a graduate program in order to meet HLC requirements.

Again, I well understand that this view may be controversial, so the colleges should probably consult with their HLC staff liaisons before adopting my interpretation. The standard disclaimer certainly applies in this instance: I am not authorized to speak on behalf of the Higher Learning Commission.

Here are the relevant passages in the HLC "Determining Qualified Faculty" document:

http://download.hlcommission.org/FacultyGuidelines_2016_OPB.pdf

Assumed Practice B. Teaching and Learning: Quality, Resources, and Support [Effective September 1, 2017.] B.2. Faculty Roles and

Qualifications a. Qualified faculty members are identified primarily by credentials, but other factors, including but not limited to equivalent experience, may be considered by the institution in determining whether a faculty member is qualified. Instructors (excluding for this requirement teaching assistants enrolled in a graduate program and supervised by faculty) possess an academic degree relevant to what they are teaching and at least one level above the level at which they teach, except in programs for terminal degrees or when equivalent experience is established.

Limitations on the Application of HLC Requirements Related to Qualified Faculty It is important that institutions review these limitations carefully in implementing HLC's requirements related to qualified faculty: • HLC requirements related to qualified faculty, including recent revisions to Assumed Practice B.2., are in no way a mandate from HLC to terminate or no longer renew contracts with current faculty members. HLC expects that institutions will work with faculty who are otherwise performing well to ensure that they meet HLC's requirements (whether through credentials or tested experience or a combination thereof). HLC also expects that institutions will honor existing contracts with individual faculty or collective bargaining units until such time as institutions have had an opportunity under the contract to renegotiate provisions that relate to faculty credentials if such revisions



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to the contract are necessary for the institution to meet HLC's requirements. HLC recognizes that in many cases such renegotiation or revision may not be able to take place until the contract expires or at the contract's next renewal date.

William Tammone, Ph.D. Provost/Vice President of Academic Affairs, Colorado Community College System Phone: 720.858.2759 Email: William.Tammone@CCCS.edu

Michael Vente

- 2015-16 Annual CE Report is scheduled to be released in early April:
 - Districts should work with postsecondary partners to make sure final reported numbers are correct.
 - Any changes made now will reflect in the next year and will be moving forward
- UCCS is researching DE student performance based on delivery location (i.e. at college or high school).
- Federal IES Grant- possible funding for research into dual enrollment student performance.

Previous discussion - follow up

- Student Data privacy for K-12 and community colleges:
 - CCCS legal counsel is working on this.
 - CDE data privacy specialist will be invited to next meeting.
- CE certification for high school teachers not currently in teaching/pipeline – best practices from districts/colleges
 - Englewood is adding 'M.A. + 16 CE credits highly preferred' language to all teacher vacancy postings.
 - Board members were asked to bring best practices to next meeting.
- Sharing teacher credential information without requesting official transcripts – will be discussed further at June 15th meeting:
 - eliminate duplicate steps/cost/administrative burden
 - all official transcripts already exist within district HR dept. - can verify
 - possible to include in an MOU and work it into the official language to be signed off by districts?
- Status update on electronic processing for Front Range CC- Westminster
 - Live since January 1st- 500 students submitted so far.
 - Small glitches but nothing huge – working very well
 - Using *Form Stack*
- **Reminder:** never transmit student data via regular email or unprotected source; student data must be encrypted.

Public Input

- CE & SAP:
 - How are failed CE courses treated for financial aid purposes at colleges?
 - How is SAP being explained to students/parents? Financial Aid transparency.
 - CC and 4-year college financial aid staff will be invited to call in to June 15th meeting.



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- CTE secondary approval: per Sara Heath - concurrent enrollment or articulation is a required part of the CTE program approval for all levels. We are adding an option for people to describe their service area partnership in the application if they do not qualify to offer concurrent enrollment or articulation.

Motion to adjourn by Mimi Leonard and seconded by Dr. Heather Exby. Meeting was adjourned at 2:40pm.



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