

**STATE BOARD FOR COMMUNITY COLLEGES
AND OCCUPATIONAL EDUCATION**

Meeting Minutes

October 12, 2022

Final Draft for Approval on December 14, 2022

Colorado Community College System Office
9101 E. Lowry Blvd., Denver, CO 80230

I. REGULAR SESSION CALL TO ORDER

The Honorable S.R. Heath, Jr., Chairman, called the State Board for Community Colleges and Occupational Education (SBCCOE) to order at **11:28 a.m. MDT** on Wednesday, October 12, 2022, at which time a quorum of the board members were present.

A. Roll Call

Members Present:

Pres Askew
Dr. Ross Dueber
Richard Garcia
Rollie Heath (Chair)
Melanie Kruger
Dr. Landon Mascareñaz (Vice Chair)
Terrance McWilliams
Garrison Ortiz
Deidre Schoolcraft (SFAC)
Federico Chavez (SSAC)

Members Absent:

Dr. Karen McNeil-Miller
Cathy Shull

B. General Business

- i. Approval of Minutes of SBCCOE Regular Meeting on September 14, 2022

Dr. Landon Mascareñaz made a motion to approve the September 14, 2022 regular session meeting minutes. Terrance McWilliams seconded the motion. The motion passed unanimously.

- ii. Approval of Agenda for SBCCOE Regular Meeting on October 12, 2022
Terrance McWilliams made a motion to approve the agenda for the October 12, 2022 meeting. Pres Askew seconded the motion. The motion passed unanimously.

- iii. Recognition of Pres Askew

The State Board for Community Colleges and Occupational Education recognized Pres Askew and expressed its sincere gratitude for his eight years of service to the State Board for Community Colleges and

Occupational Education. A signed copy of the resolution was presented to Mr. Askew with the respect and gratitude of the members of the Board and the Chancellor of the Colorado Community College System.

II. REPORTS

Chairman Heath asked the following individuals to share their reports with the members of the State Board.

A. Joseph Garcia, Chancellor

- Offered his thanks and appreciation to Dr. Epper for the wonderful events and tour at TSC for the September SBCCOE meeting.
- Was pleased to be the keynote speaker at the National Community College Hispanic Council, at the invitation of Dr. DeSanctis (CCD). The National Community College Hispanic Council is an affiliate of the American Association of Community Colleges and Dr. DeSanctis is on the Board. It is the premier organization for Hispanic leadership development in community colleges.
- Attended and provided the opening remarks at the Rural College Consortium. Expressed his pleasure with the commitment of our rural Presidents and the high level of engagement he saw in their leaders to accelerate the momentum – not only around course sharing but other necessary services. Thanked Dr. Freed and MCC for hosting.
- Thanked Adam Cermak and his team for an outstanding PepsiCo Uplift event, held at CCA. The Uplift Scholarship program has to-date awarded \$600,000 to 150 Black and Hispanic students pursuing two-year degrees and certificates at CCA, CCD, and FRCC. More scholarships will be awarded in Spring 2023 for the Fall 2023 semester. Our PepsiCo Uplift scholars blew us all away.
- Mentioned the CCCS Education and Excellence Conference on October 6th and 7th; attended by about 300 in-person and several hundred virtually. Thanked Dr. Pirius' team for their tremendous work on the outstanding two-day event.
- Was the keynote presenter at the October 2022 Assessment Institute in Indianapolis. He focused on leading for equity and the importance of high impact practices.
- Shared the CCCS Enrollment Report which shows we continue to face enrollment headwinds, like many Colorado colleges and universities. Our team is working hard on enrollment and promoting opportunities for students.
- Shared a video of President Fujii (ACC) showcasing the *Care Forward Colorado* program which included a clip of Governor Polis' video promoting the program. A great deal of work went into developing the program. Landon Pirius and Fiona Lytle worked hard to secure funds for CCCS and there was a very quick implementation led by Mike Macklin and teams at the colleges. Early numbers for September look good with

over \$620,000 paid to 258 students. Programs with the most numbers of students in the first month were: Emergency Medical Technician, Medical Coding, and Phlebotomy.

B. Terrance McWilliams, Audit Committee Chair

- Internal Audit performed Higher Education Emergency Relief Funds (HEERF) audits in fiscal year 2021 and 2022, ensuring funds were spent in accordance with Federal guidelines. Reporting of student funds was accurate and complete. LCC, ACC, and NJC audits are complete. The final audit at PCC is wrapping up.
- Internal audit is performing two procurement audits in fiscal year 2023. The purchasing, bidding, and contract process will be audited in addition to procurement cards. Data analytics will be performed over the vendor master file and the conflict-of-interest process as it relates to purchasing will be reviewed. The first audit, at TSC, began in September 2022.
- Quarterly compliance audits across the System regarding procurement card transactions continue.
- Career and Technical Act audits regarding costs and student FTE reported for Fiscal Year 2021 are complete. Six school districts were audited.
- Per Federal guidelines, Internal Audit is required to perform reviews of Perkins subrecipients, to ensure funds are spent in accordance with Federal and State guidance and student data reported to CCCS is accurate. Four monitoring reviews are planned regarding costs and student data from Fiscal Year 2022.
- The Committee received an update on the progress of civil rights monitoring. Nine of eighteen visits required during the 2021-2023 biennial period have been completed.
- Preliminary results of the risk assessment were presented to the Audit Committee. Results will be presented to the full Board in December 2022.
- The annual financial statement audit performed by FORVIS is in process.
- A request for proposals is being conducted for a cybersecurity audit planned for early winter 2022.
- BP 7-01, the Audit Committee Charter, is being revised; it was last updated in 2007. The revision will include clarifications of Committee and Chair duties as well as separating the Internal Audit Charter from the Audit Committee responsibilities. The updated document will be presented at the December Audit Committee meeting.
- The Internal Audit department has one vacant senior internal auditor position.

C. Deidre Schoolcraft, State Faculty Advisory Committee (SFAC)
Representative

- Thanked the Presidents for their SFAC Representatives; the committee has five new members this year.
- Began the work on revising the Shared Governance Policy; the committee had discussions with Landon Pirius and Angie Gramse.
- Working with the COOnline@ committees.

D. Federico Chavez, State Student Advisory Committee (SSAC) Interim Representative

- No formal meeting yet. Several Student Governments need to elect their representatives.
- Had a short, informal meeting with current named representatives. Discussed areas for SSAC improvement and plans for the year which included the need for better attendance at meetings so a quorum can be met and brainstorming how to encourage SSAC involvement. There is a positive attitude amongst representatives this year.

E. Chairman Heath

- Introduced new member, Melanie Kruger, attending her first in-person meeting. Melanie spoke a few words of introduction.
- Chairman is very proud of the CCCS organization as a whole; voiced his thanks and appreciation for working with CCCS.
- CCCS has a great mission and vision; both critical aspects as we move forward into building our new Strategic Plan.

F. Presidents' Reports

- Dr. Mordecai Brownlee, President, Community College of Aurora (CCA)
 - Groundbreaking for STEM Center was fantastic; thanked all who attended and gave appreciation for the partnership with the System Office. Work continues on fundraising as costs have risen.
 - Sent a Title V team and a student in residence to the Hispanic Association of Colleges and Universities (HACU) in San Diego, California; CCA/CCCS made three presentations; Serena Martinez represented CCCS; it was well attended.
- Dr. Marielena DeSanctis, President, Community College of Denver (CCD)
 - The National Community College Hispanic Council runs a Leadership Fellows program in conjunction with their annual Symposium; CCD hosted the Annual Fellowship Symposium, first time it was held in Colorado.
 - CCD recognized by the Attainment Network as the Partner of the Year; CCD was mentioned as standing out as a model partner in

championing equity and received a \$2,500 award for faculty and staff professional development.

- CCD, Metropolitan State University and CU Denver Archeology departments have found many archaeological treasures in the 9th Street historic park; their goal is to turn over finds to a museum.
- Faculty member, Megan Garedakis, selected as the recipient of the Teaching Equity Champion award and honored at the CCCS Education Excellence Conference.
- Thanked Adam Cermak and the Foundation for Delta Dental's gift for the dental hygiene program.
- Hosting the Mexican Consulate as part of a continued partnership.
- Dr. Colleen Simpson, President, Front Range Community College (FRCC)
 - FRCC faculty focusing on Inclusive Excellence.
 - Science faculty received a 5-year award for \$1.3 million from the National Science Foundation to focus on changing department culture and achieve inclusive excellence in STEM education; working with faculty teams to implement inclusive teaching, foster greater collaboration, and increase student persistence in STEM. FRCC formed an Active Learning Institute and an Equity Academy training for faculty.
 - FRCC was approved by Amazon as a new Career Choice Program; will work with the plant in Thornton to allow Amazon employees to gain a Certificate, Associate or Bachelor's degrees.
 - Named Apprenticeship Ambassador with the US Department of Labor; first college in Colorado to have the designation. FRCC is building relationships with 27 new local employers to support apprenticeships and diversify across their district.
- Mike White, President, Northeastern Community College (NJC)
 - Shared exciting Foundation events where they shared the design for a new NJC building and had a donor's breakfast featuring scholarship recipients meeting with donors.
 - President White will be traveling to Yuma to meet with Hispanic leadership and then to Holyoke to meet more community members. Thanked the Board, especially Richard Garcia, for his assistance in helping him reach out to the greater community.
- Dr. Patricia Erjavec, President, Pueblo Community College (PCC)
 - Took a trip to South Korea to meet with the CS WIND Corporation. CS WIND is expanding their production in the oceans and on land in Pueblo, Colorado. Formed a partnership between CS WIND, Hassan National University, and PCC; signed an MOU.

Representatives will come to PCC in March to align curriculum.
They anticipate sending 100 South Korean students.

III. PUBLIC COMMENTS

Members of the public are invited to address the Board at this time regarding any issue not on the agenda. The time allotted for remarks may be limited by the Chair to accommodate the Board's schedule.

- There were no Public Comments

IV. DISCUSSION AND ACTION ITEMS

- A. Approval of Board Policy 9-40, CCCS Designated Statewide Service Area
Dr. Landon Mascareñaz made a motion to approve the Board Policy 9-40, CCCS Designated Statewide Service Area. Terrance McWilliams seconded the motion. The motion passed unanimously.
- B. Approval of Board Policy 10-10, Official Communications
Dr. Ross Dueber made a motion to approve Board Policy 10-10, Official Communications. Richard Garcia seconded the motion. The motion passed unanimously.
- C. Approval of the Adobe Creative Cloud Agreement Renewal FY 2022-23
Melanie Kruger made a motion to approve the Adobe Creative Cloud Agreement Renewal. Pres Askew seconded the motion. The motion passed unanimously.
- D. Approval of the Enrollment for Education Solutions (EES) Agreement Renewal
Dr. Ross Dueber made a motion to approve the Enrollment for Education Solutions (EES) Agreement Renewal. Terrance McWilliams seconded the motion. The motion passed unanimously.
- E. Approval of the Spending Authority Request for Non-Credit Enrollment Management System
Garrison Ortiz made a motion to approve the Spending Authority Request for Non-Credit Enrollment Management System. Melanie Kruger seconded the motion. The motion passed unanimously.
- F. Approval of the Front Range Community College – Westminster Campus: Increase in Spending Authority for Science Lab Ventilation Renovations
Richard Garcia made a motion to approve the Front Range Community College – Westminster Campus: Increase in Spending Authority for Science Lab Ventilation Renovations. Dr. Ross Dueber seconded the motion. The motion passed unanimously.
- G. Approval of the Front Range Community College – Larimer Campus: Spending Authority for a Dental Hygiene Program
Terrance McWilliams made a motion to approve the Front Range Community College – Larimer Campus: Spending Authority for a Dental Hygiene Program. Melanie Kruger seconded the motion. The motion passed unanimously.

H. Approval of the Pikes Peak State College Request for Renaming the Rampart Range Child Development Center to Delta Dental Oral Health Career Center

Dr. Landon Mascareñaz made a motion to approve Pikes Peak State College Request for Renaming the Rampart Range Child Development Center to Delta Dental Oral Health Career Center. Terrance McWilliams seconded the motion. The motion passed unanimously.

V. ADJOURNMENT

*There being no further business to bring before the Board, Pres Askew made a motion to adjourn the State Board for Community Colleges and Occupational Education meeting. Terrance McWilliams seconded the motion. The motion passed unanimously. The meeting adjourned at **12:32 p.m. MDT** on Wednesday, October 12, 2022.*

Following the regular meeting, an SBCCOE special Strategy Session ensued.

Final Draft for Approval