

**STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION
REGULAR MEETING AGENDA**

**February 14, 2007
1:30 PM – Regular Session**

**Community College of Aurora
16000 E. Centre Tech Pkwy, Aurora**

- I. CALL TO ORDER (5 min)**
 - A. Pledge of Allegiance
 - B. Roll Call

- II. GENERAL BUSINESS (5 min)**
 - A. Approval of Minutes
 - Regular Meeting of December 13, 2006
 - B. Approval of Agenda

- III. REPORTS (25 min)**
 - A. Board Reports
 - Student Representative, Nathan Overholt
 - Faculty Representative, Gayle Krzemien
 - System President, Nancy McCallin
 - AHEC Committee, Steve Chapman
 - B. Presidents' Reports
 - Presidents wishing to address the Board

- IV. PUBLIC COMMENTS**
 - A. Members of the public are invited to address the Board at this time regarding any issue not on the agenda. Remarks are limited by the Chair to 5 minutes.

- V. DISCUSSION AND ACTION ITEMS (15 min)**
 - A. ERP Update, Jim Ritchey
 - B. Items Carried Forth from the Work Session

- VI. CONSENT AGENDA ITEMS (5 min)**
 - A. Front Range Community College Memorandum of Understanding with Metro State, Karen Reinertson
 - B. Capital Asset Maintenance Plan, Marilyn Golden
 - C. Transfer of Small Property Slivers along Yosemite, Gwen Anderson
 - D. Advisory Council Nominations
 - Community College of Denver
 - Ana Alejo
 - Polly Baca
 - Elaine Berman

- VII. OTHER ISSUES OF CONCERN TO THE BOARD**

- VIII. ADJOURNMENT**

Faculty of the Year Awards Luncheon will take place in the Student Services Building Rotunda at 12:00

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

February 14, 2007

TOPIC: Memorandum of Understanding between Metropolitan State College of Denver and the Colorado Community Colleges System for a '2+2' Coordinated Degree Completion Program

PRESENTED BY: Karen Reinertson and Andy Dorsey

EXPLANATION:

ISSUE AND BACKGROUND:

The Colorado Commission on Higher Education (CCHE) has statutory authority to approve coordinated degree programs among state-supported institutions of higher education. At the November 2, 2006 Commission meeting, Metropolitan State College of Denver (MSCD) and the Colorado Community College System (CCCS) submitted a request to offer coordinated degree completion programs at Front Range Community College (FRCC) beginning January 2007, and at Community College of Aurora (CCA) beginning August 2007. CCHE staff recommended conditional approval of the proposed "2+2" coordinated degree program, with the understanding that full approval to offer the coordinated degree program would be "conditioned on submittal of a MOU that meets CCHE policy requirements and is approved by the respective governing boards and CCHE staff."

CCHE defines a coordinated degree program as "a single academic program that the Commission has approved for more than one college or university to offer jointly." A coordinated degree program "is characterized by a single curriculum, a common set of admission criteria, a single set of graduation requirements, and shared resources."

The proposed "2+2" coordinated degree program between Metropolitan State College of Denver and the Colorado Community College System will allow community college students the opportunity to continue their education beyond the associates degree and complete a MSCD baccalaureate degree at the community college campus. A major advantage of the proposed program is that it allows baccalaureate degree completion without changing campuses and therefore with minimal interruption to academic and student services.

CCHE's November 2006 approval of the proposed "2+2" coordinated degree program specifically referenced the following information requirements that had not yet been provided by MSCD and the Colorado Community College System: fiscal infrastructure, admission process and criteria, and full program administration responsibilities. It was understood in subsequent discussions that the document to be presented to CCHE will be an "umbrella" MOU between Metropolitan State College of Denver and the Colorado Community Colleges System. As its name implies, the MOU would serve as the "umbrella" for institution-specific MOUs with MSCD, such as the one currently under development with FRCC.

RECOMMENDATION:

That the Board approve the Memorandum of Understanding between Metropolitan State College *of* Denver and the Colorado Community Colleges System for a '2+2' Coordinated Degree Completion Program as provided herein.

ATTACHMENTS:

Memorandum of Understanding between Metropolitan State College *of* Denver and the Colorado Community Colleges System for a '2+2' Coordinated Degree Completion Program
With Associated Exhibits and Attachments

MEMORANDUM OF UNDERSTANDING
between
METROPOLITAN STATE COLLEGE *of* DENVER
and the
COLORADO COMMUNITY COLLEGES SYSTEM
for a
‘2+2’ COORDINATED DEGREE COMPLETION PROGRAM

Principles of the ‘2+2’ Coordinated Degree Completion Program Agreement

- A. Metropolitan State College of Denver (MSCD), a modified open-admissions college in downtown Denver, and certain Colorado Community Colleges located within MSCD’s service area, are interested in a coordinated degree program to address the need for high quality ‘2+2’ baccalaureate degree programs to be offered on community college campuses.
- B. The ‘2+2’ Coordinated Degree Completion Program will allow community college students to continue their education without changing campuses and without the interruption in academic and student services that this would entail, thus increasing student retention and success.
- C. The ‘2+2’ Coordinated Degree Completion Program will allow MSCD and CCCS to carry out the “expanded access” charge of their respective missions.
- D. In order to safeguard the differing roles and missions of MSCD and CCCS, and ensure a smooth transition from CCCS to MSCD, it is understood that students shall complete either the A.A. or A.S. degree at the community college participating in the ‘2+2’ degree completion program.
- E. In order to further safeguard the differing roles and missions of MSCD and CCCS, it is understood that MSCD will offer only upper-division courses at a participating community college campus. Limited exceptions may be allowed, depending on program need, but these must be negotiated and approved by the academic administration of the participating community college and MSCD.
- F. MSCD and each participating community college will enter into an institution-specific MOU to govern operational aspects of this overall (“umbrella”) memorandum of Understanding (MOU).

Curriculum Design of the ‘2+2’ Coordinated Degree Completion Program

The specific curriculum for programs to be offered at each participating community college site will be outlined in the institution-specific MOU between MSCD and the participating

community college. Each program will be designed according to the general principles outlined above, with the goal being that students complete an Associate degree at the participating community college and then complete the final two years of the baccalaureate degree through MSCD. Specific '2+2' Coordinated Degree Completion Program agreements will be based where possible on existing transfer agreements, including statewide articulation agreements such as those in business and elementary education. Initial plans for two degree programs, in management and marketing, are attached as Exhibit A.

Admissions, Enrollment, and Graduation Procedures for the '2+2' Coordinated Degree Completion Program

A. Admissions:

A student attending a community college which participates in the '2+2' program with MSCD must follow the process for dual enrollment as outlined below.

The student declares interest in the '2+2' Coordinated Degree Completion Program at the participating community college and the information is recorded on both institutions' database.

The student must see the MSCD advisor assigned to the '2+2' community college site prior to registration. The advisor will inform the student of the degree requirements for both the Associate degree and the Bachelor degree program.

B. Enrollment:

A student attending a community college which participates in the '2+2' program with MSCD must follow the process for dual enrollment as outlined below:

The student must have completed at least 51 credits toward an Associates of Arts or Associates of Science degree at the participating community college to begin the Bachelor degree portion of the program. During the first two years of the agreement, the credit threshold may be modified by agreement between MSCD and the participating community college.

The student must meet all MSCD prerequisites for the upper division (3000- and 4000-level) courses.

When the student takes the first upper division course at MSCD for the '2+2' program, registration must be through MSCD's MetroConnect. Courses will appear on the student's MSCD transcript.

Students who are currently admitted as MSCD students, or students who already have an A.A. or A.S. degree, who wish to take MSCD courses at the '2+2' site will register in the usual way, through MSCD's MetroConnect.

C. Graduation

The Associate degree will be conferred by the participating Community College upon completion.

The Bachelor degree will be conferred by MSCD upon completion.

Funding and Financial Aid for the '2+2' Coordinated Degree Completion Program

A. Tuition:

The participating community college will assess tuition and fees, and claim the COF stipend for the lower-division courses offered toward the Associate degree program.

MSCD will assess tuition and fees, and claim the COF stipend for the Bachelor degree program as specified in the appropriate site-specific community college MOU.

B. Student Fees:

The participating community college will assess student fees for the courses offered for the Associate degree program.

MSCD will assess student fees for courses offered on the Community College site for the Bachelor degree program as specified in the appropriate site-specific community college MOU.

C. Shared Resources:

Each institution must demonstrate shared resources based on *CCHE Policy and Procedures for the Approval of Proposals for Coordinated Academic Degree Programs*, Section 3.03.01.

The participating community college will provide the classrooms, office space, technology and other items specified in the appropriate site-specific community college MOU.

MSCD will provide the faculty, student service personnel, and specific services identified in the appropriate site-specific community college MOU.

Certain student services programs will be provided to students under the terms of separate agreement. Those site-specific agreements will be appended to the site-specific community college MOU.

D. Financial Aid:

Students enrolled solely in community college courses will apply for financial aid through the community college.

Students who are dually enrolled or enrolled only in MSCD courses, should apply for financial aid awards through MSCD for courses taken under the '2+2' Degree Completion Program.

Per federal guidelines, a student with concurrent enrollment is not eligible for federal financial aid at more than one institution. A student is only eligible for federal financial aid assistance for courses that are applicable to the student's certificate or degree program. Upper level classes offered by MSCD are applicable to a Bachelor degree and may or may not be applicable to an Associate degree.

Therefore, for purposes of aid eligibility MSCD will serve as the Home Institution and will award and disburse aid based on the combined '2+2' Coordinated

Degree Completion Program applicable enrollment. The participating community college will serve as the Host Institution and will not disburse federal or state financial aid.

The student must apply for admissions to MSCD and be admitted as a degree seeking student. Once admitted the student will be given a MSCD email account and access to a MetroConnect web account, which will allow the student to check the status of a financial aid application.

Financial aid enrollment hours will include both MSCD and community college courses approved for the '2+2' Coordinated Degree Completion Program.

Financial aid disbursements will be deposited into the student's MSCD Student Account and the tuition and fees balance for only MSCD courses will be paid prior to the issuance of a refund check.

It is the student's responsibility to pay their tuition and fees for the community college courses.

Students are required to meet the terms of the MSCD Satisfactory Academic Progress Policy.

Student must have a 2.0 or greater cumulative Grade Point Average (GPA).

Student must have a 75% or greater cumulative completion rate.

Student is allowed a maximum of 30 hours in remedial work.

Student is allowed a maximum of 180 cumulative attempted credit hours. This includes transfer credits.

Academic Tracking. An integrated registration and student tracking system will be developed between MSCD and the participating community college, as specified in the site-specific MOU.

Program Review and Accreditation. Per CCHE policy and the Higher Learning Commission's North Central Association of Colleges and Schools (MSCD's accreditation body), program review for all '2+2' Coordinated Degree Completion Programs must be coordinated and carried out.

Student Services. MSCD and the participating community college will develop separate agreements to provide such services as disability assistance, library access, tutoring, and other support services as necessary, including payment for these services.

Administration and Personnel for the '2+2' Coordinated Degree Completion Program. MSCD and the participating community college will each identify personnel to manage and coordinate the 2+2 program. A preliminary organization chart for the first proposed 2+2 program, at Front Range Community College is attached as Exhibit B . MSCD and the participating community college will also establish a program administration and review plan as well as lease agreements and other agreements as necessary to ensure proper functioning of the program. A preliminary interagency agreement between MSCD and Front Range Community College is attached as Exhibit C.

Communication and Marketing for the '2+2' Coordinated Degree Completion Program.

MSCD and the participating community college will jointly develop marketing material to promote the '2+2' Coordinate Degree Completion Programs at the participating community college site. Details will be outlined in the interagency agreement between the participating community college and MSCD

Effective Date:

This agreement is effective beginning with the Spring Semester of 2007.

Agreed to by the following:

President, MSCD	Date	President, CCCS	Date

EXHIBIT A – EXAMPLES OF DEGREE PLANS

Management Major—Planning Guide

2+2 Front Range CC

For Students using Statewide Business Articulation Agreement

Management students are encouraged to see a faculty advisor in the Management Dept., WC 240, (303) 556-3247.

SEMESTER-BY-SEMESTER PLANNED COURSE OFFERINGS

Assumes Student has completed the FRONT Range AA in Business Transfer 60 Credit Hours
(See Below)

		Fall Semester-2007		Spring Semester 2008	
		Metro State Courses		Metro State Courses	
CIS 2010		Computer Applications for Business		FIN 3300	Managerial Finance
PSC 1010 or 1020		American National Government or Political Systems and Ideas [offered online at Metro]		CIS 3340	Advanced Statistics
MGT 3000		Organizational Management		PHI 3360	Business Ethics
MKT 3000		Principles of Marketing		MGT 3020	Fundamentals of Entrepreneurship
		GS PSY 1001 or SOC 1010 [offered online at Metro]		MGT 3220	Legal Environment of Business II
		Fall 2008		Spring 2009	
		Metro State Courses		Metro State Courses	
MGT 3530		Human Resource Management		MGT 4950	Strategic Management
MGT 3550		Manufacturing and Service Management		MGT 4530	Organization Behavior
MGT 3820		International Business		MGT	UD Metro Management Elective
MGT 4830		Workforce Diversity **			UD Metro Management Elective or Upper Division Metro Elective
		Upper Division Metro Elective			Upper Division Metro Elective

* THIS COURSE IS HAS A PREREQUISITE; CIS 1010 INTRODUCTION TO COMPUTERS . STUDENTS MAY MEET THIS PREREQUISITE BY PASSING THE COMPUTER INFORMATION SYSTEMS DEPARTMENT COMPUTER LITERACY TEST. CONTACT THE COMPUTER INFORMATION SYSTEMS DEPARTMENT IN WC 239 OR 303-556-3122 FOR INFORMATION ABOUT THIS OPTION. STUDENTS WHO NEEDED THE PREREQUISITE CIS 1010 MAY TAKE THE EQUIVALENT FRONT RANGE COURSE AND WILL HAVE 3 LESS HOURS OF ELECTIVES .

****MULTICULTURAL REQUIREMENT:** The college’s multicultural requirement may be satisfied by taking an approved multicultural course in the electives portion of the degree requirements. (See the catalog for a complete listing of courses approved to fulfill the multicultural requirement). Please note that MGT 4830 Workforce Diversity is the only business course meeting the multicultural requirement.

ELECTIVES: This program (statewide business articulation agreement leading to a BS in Management from MSCD) has room for only 9 electives in the 120 minimum credit hour requirement . A student may apply only 4 credit hours of HPL (Human Performance, Sport and Leisure Studies) courses, and/or 7 credit hours of MUS (music) ensemble courses toward a degree program in Business. All students must complete a minimum of 40 hours of upper division credit hours.

ADMISSION AND GRADUATION REQUIREMENTS FOR THE SCHOOL OF BUSINESS: All students who qualify for admission to MSCD are eligible to declare a major or minor in the School of Business. Declaring a major or minor is the first step in the process of receiving appropriate advising. A student should declare a major as soon as possible by contacting an academic advisor, department chair, or faculty member. New and transfer students intending to major in business are encouraged to see an advisor in the appropriate department before registering for classes. It is recommended that majors consult with their department advisor within the first semester of reaching junior status. For additional policies and requirements, refer to the College Catalog.

Metro State will need to negotiate with Front Range CC to be able to offer CIS 2010.

The 9 hours of electives will be developed in a cooperative effort between Metro State's Schools of Business, Letters, Arts, and Sciences and Professional Studies

Course work previously completed at Front Range CC

BUSINESS FOR TRANSFER	
Associate of Arts Degree	
• Area of Concentration •	
Business	
CODE: F_AA_AA,BSTR • CAMPUS: BOULDER COUNTY, LARIMER AND WESTMINSTER	
This program is designed for students intending to transfer into a four-year college or university in with the degree in business.	
REQUIRED BUSINESS COURSES	CREDITS
ACC 121 Principles of Accounting I	4
ACC 122 Principles of Accounting II	4
BUS 115 Introduction to Business	3
BUS 216 Legal Environment of Business	3
BUS 217 Business Communication and Report Writing	3
BUS 226 Business Statistics	3
Total Required Business Credits	20
REQUIRED GENERAL EDUCATION COURSES	CREDITS
ECO 201 Principles of Macroeconomics (GT-SS1)	3
ECO 202 Principles of Microeconomics (GT-SS1)	3
ENG 121 English Composition I (GT-CO1)	3
ENG 122 English Composition II (GT-CO2)	3
MAT 121 College Algebra (GT-MA1) (or MAT 123 Finite Mathematics)	4
MAT 125 Survey of Calculus (GT-MA1)	4
SPE 115 Public Speaking	3
Arts and Humanities**	6
History**	3
Science**	8
Total Required Credits for A.A. Degree	60
Note: **Courses must be selected from the State Guaranteed Education Course List .	

Degree totals*:

**Front Range CC 60 Hours the AA
Metro State 60 Hours of which 51 are upper division.**

**If the student needs the prerequisite for CIS 2010, the totals will be 63 hours at Front Range
[60 Hours for the AA + an Introduction to Computers Course]
Metro State 57 hours of which 48 will be upper division.**

Marketing Major—Planning Guide

2+2 Front Range CC

For Students using Statewide Business Articulation Agreement

Marketing students are encouraged to see a faculty advisor in the Marketing Dept., CN 305, 303-556-3182.

SEMESTER-BY-SEMESTER PLANNED COURSE OFFERINGS

Assumes Student has completed the FRONT Range AA in Business Transfer 60 Credit Hours
(See Below)

		Fall Semester-2007 Metro State Courses			Spring Semester 2008 Metro State Courses
CIS 2010		Computer Applications for Business	FIN 3300	Managerial Finance	
PSC 1010 or 1020		American National Government or Political Systems and Ideas [offered online at Metro]	CIS 3340	Advanced Statistics	
MGT 3000		Organizational Management	PHI 3360	Business Ethics	
MKT 3000		Principles of Marketing	MKT 3010	Marketing Research	
		GS PSY 1001 or SOC 1010 [offered online at Metro]	MKT	UD Metro Marketing Elective	
		Fall 2008 Metro State Courses			Spring 2009 Metro State Courses
MKT 3310		Consumer Behavior	MGT 4950	Strategic Management	
MKT 3710		International Marketing	MKT 4560	Marketing Strategy	
MKT		UD Metro Marketing Elective	MKT	UD Metro Marketing Elective	
MKT		UD Metro Marketing Elective		Upper Division Metro Elective	
MGT 4830		Workforce Diversity **		Upper Division Metro Elective	

* THIS COURSE IS HAS A PREREQUISITE; CIS 1010 INTRODUCTION TO COMPUTERS . STUDENTS MAY MEET THIS PREREQUISITE BY PASSING THE COMPUTER INFORMATION SYSTEMS DEPARTMENT COMPUTER LITERACY TEST. CONTACT THE COMPUTER INFORMATION SYSTEMS DEPARTMENT IN WC 239 OR 303-556-3122 FOR INFORMATION ABOUT THIS OPTION. STUDENTS WHO NEEDED THE PREREQUISITE CIS 1010 MAY TAKE THE EQUIVALENT FRONT RANGE COURSE AND WILL HAVE 3 LESS HOURS OF ELECTIVES .

****MULTICULTURAL REQUIREMENT:** The college’s multicultural requirement may be satisfied by taking an approved multicultural course in the electives portion of the degree requirements. (See the catalog for a complete listing of courses approved to fulfill the multicultural requirement). Please note that MGT 4830 Workforce Diversity is the only business course meeting the multicultural requirement.

ELECTIVES: This program (statewide business articulation agreement leading to a BS in Marketing from MSCD) has room for only 9 electives in the 120 minimum credit hour requirement. *In this program of study, three of those electives hours are dedicated to MGT 4830 to fulfill the elective and meet Metro State’s multicultural requirement.* A student may apply only 4 credit hours of HPL (Human Performance, Sport and Leisure Studies) courses, and/or 7 credit hours of MUS (music) ensemble courses toward a degree program in Business. All students must complete a minimum of 40 hours of upper division credit hours.

ADMISSION AND GRADUATION REQUIREMENTS FOR THE SCHOOL OF BUSINESS: All students who qualify for admission to MSCD are eligible to declare a major or minor in the School of Business. Declaring a major or minor is the first step in the process of receiving appropriate advising. A student should declare a major as soon as possible by contacting an academic advisor, department chair, or faculty member. New and transfer students intending to major in business are encouraged to see an advisor in the appropriate department before registering for classes. It is recommended that majors consult with their department advisor within the first semester of reaching junior status. For additional policies and requirements, refer to the College Catalog.

Metro State will need to negotiate with Front Range CC to be able to offer CIS 2010.

The 6 hours of electives remaining after the student takes MGT 4830 will be developed in a cooperative effort between Metro State's Schools of Business and Letters, Arts, and Sciences, and Professional Studies

Course work previously completed at Front Range CC

BUSINESS FOR TRANSFER	
Associate of Arts Degree	
• Area of Concentration •	
Business	
CODE: F_AA_AA,BSTR • CAMPUS: BOULDER COUNTY, LARIMER AND WESTMINSTER	
This program is designed for students intending to transfer into a four-year college or university for a degree in business.	
REQUIRED BUSINESS COURSES	CREDITS
ACC 121 Principles of Accounting I	4
ACC 122 Principles of Accounting II	4
BUS 115 Introduction to Business	3
BUS 216 Legal Environment of Business	3
BUS 217 Business Communication and Report Writing	3
BUS 226 Business Statistics	3
Total Required Business Credits	20
REQUIRED GENERAL EDUCATION COURSES	CREDITS
ECO 201 Principles of Macroeconomics (GT-SS1)	3
ECO 202 Principles of Microeconomics (GT-SS1)	3
ENG 121 English Composition I (GT-CO1)	3
ENG 122 English Composition II (GT-CO2)	3
MAT 121 College Algebra (GT-MA1)	4
(or MAT 123 Finite Mathematics)	
MAT 125 Survey of Calculus (GT-MA1)	4
SPE 115 Public Speaking	3
Arts and Humanities**	6
History**	3
Science**	8
Total Required Credits for A.A. Degree	60
Note: **Courses must be selected from the State Guaranteed Education Course List .	

Degree totals*:

Front Range CC 60 Hours the AA
Metro State 60 Hours of which 51 are upper division.

If the student needs the prerequisite for CIS 2010, the totals will be 63 hours at Front Range [60 Hours for the AA + an Introduction to Computers Course]
Metro State 57 hours of which 48 will be upper division.

Exhibit B: Proposed Organizational Charts, FRCC and MSCD

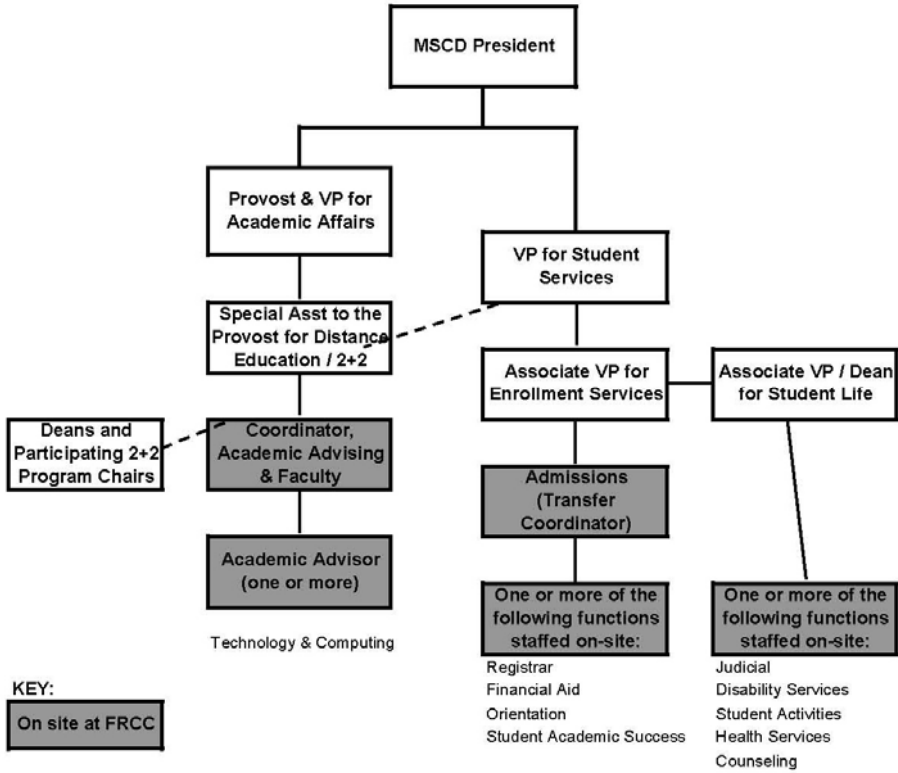
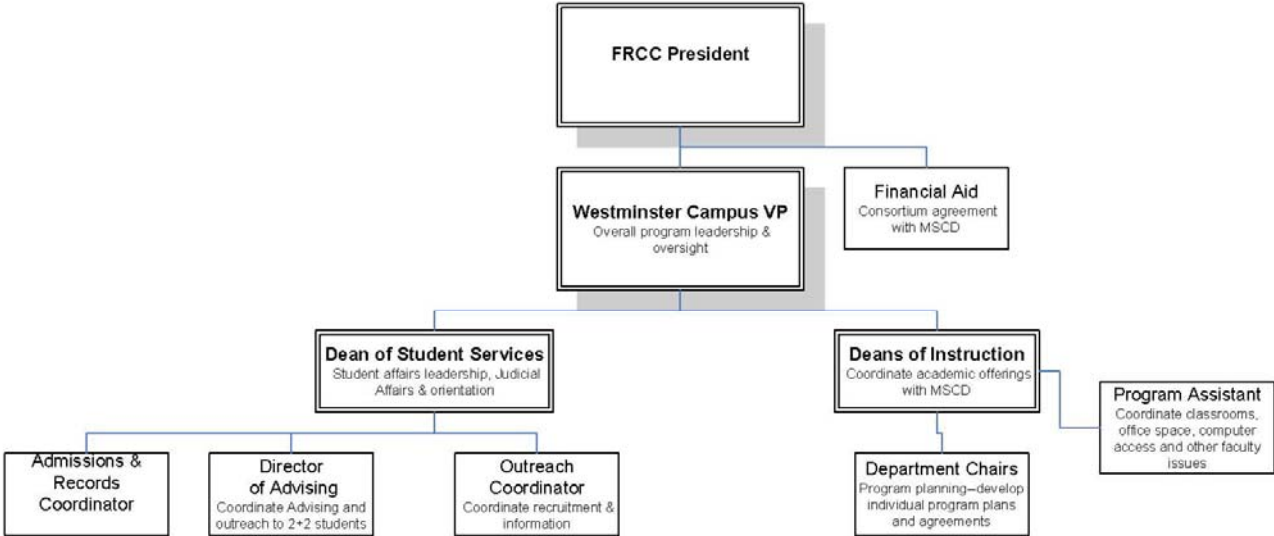


Exhibit C – Draft Interagency Agreement between MSCD and FRCC to implement the 2+2 program

Contract No.: _____
Cost Center: _____

INTERAGENCY AGREEMENT

THIS INTERAGENCY AGREEMENT (Agreement) made this ____ day of _____ 200 __, by and between the STATE OF COLORADO, acting by and through the Department of Higher Education, by the State Board for Community Colleges and Occupational Education, for the use and benefit of Front Range Community College whose address is 3645 West 112th Avenue, Westminster, Colorado 80031-2105 hereinafter referred to as "Front Range", and Metropolitan State College of Denver whose address is 900 Auraria Parkway, Denver, Colorado 80204-1894 hereinafter referred to as "Metropolitan State".

RECITALS:

WHEREAS, authority exists in the Law and Funds have been budgeted, appropriated and otherwise made available and a sufficient uncommitted balance thereof remains available for encumbering and subsequent payment of this Agreement under Encumbrance Number _____ in Fund Number _____, Appropriation Account _____ and Organization Number _____; and,

WHEREAS, Front Range and Metropolitan State have mutually agreed to develop 2 + 2 Baccalaureate Programs (Programs) to be offered at Front Range Community College's Westminster Campus; and,

WHEREAS, to encourage the success of Programs to be offered at Front Range, Front Range will lease sufficient classroom space and provide various student and instructional related services to Metropolitan State, its faculty, employees, and students; and,

WHEREAS, Front Range and Metropolitan State have entered into a separate Interagency Lease Agreement detailing the specific space needs required to support the Programs; and,

WHEREAS, required approval, clearance and coordination has been accomplished from and with appropriate agencies.

NOW THEREFORE, it is hereby agreed that the parties shall render the following services as more fully described below:

1. STATEMENT OF WORK AND RESPONSIBILITIES. Front Range and Metropolitan State will undertake the services and responsibilities outlined in the Statement of Work and Responsibilities, attached as Exhibit A.
2. PAYMENT AMOUNT AND BILLING PROCEDURE. In consideration of the obligations of Front Range to perform in accordance with paragraph 1 above, Metropolitan State will compensate Front Range as follows:
 - i. ____ dollars and ____ cents (\$_.__) per credit hour for each enrolled Metropolitan State student, as determined below, for parking maintenance and student activity fee; and,
 - ii. ____ dollars and ____ cents (\$_.__) per credit hour up to 12 credit hours for each enrolled Metropolitan State student, as determined below, for the parking bond fee; and,

- iii. ___ dollars and ___ cents (\$__.) per enrolled Metropolitan State student, as determined below, for the student center bond fee. Metropolitan State will not be required to pay the student center bond fee for any student that is concurrently registered as a student of Front Range.

No later than Thursday, February 1, 2007, Metropolitan State will provide Front Range with an electronic list of enrolled students for each class offered at Front Range. The list will include, at a minimum, the name of each class, class prefix and number, credit hour per class, and name of each student in each class. Front Range will use the list to determine the total fees due from Metropolitan State. Front Range shall then submit to Metropolitan State within (10) calendar days from receipt of the list an invoice for the total fee dues.

- iv. ___ dollars and ___ cents (\$__.) per month per phone extension installed for which the phone extension(s) is for the sole benefit of Metropolitan State, and,
- v. No dollars and ___ cents (\$0.) per copy for each copy made by Metropolitan State using its unique six (6) digit copy code.

Front Range will bill Metropolitan State within thirty (30) calendar days of the date of this Agreement for the cost of each phone extension dedicated for the use of Metropolitan State. Copy charges will be billed each month for all copies made on Metropolitan State's copy code.

All fees and charges identified above are subject to change without notice.

All invoice submitted by Front Range to Metropolitan State, as identified above, shall be sent to Accounts Payable, Metropolitan State College of Denver, 900 Auraria Parkway, Denver, Colorado 80204-1894. All payments due to Front Range from Metropolitan State shall be made within thirty (30) calendar days from the date of the invoice and shall be paid through an interdepartmental transfer approved by Metropolitan State for the benefit of Front Range.

- 3. DESIGNATED REPRESENTATIVE: Front Range and Metropolitan State will each designate a representative who will serve as the primary contact to respond to and address daily issues that may arise during the term of this Agreement and to which all correspondence will be sent.
- 4. PERFORMANCE TERM. The term of this Agreement will begin on January 16, 2007, and terminate on May 12, 2007.
- 5. AVAILABILITY OF FUNDS. Payment pursuant to this Agreement, if in any part is federally funded, is subject to and contingent upon the continuing availability of federal funds for the purposes hereof. If any of said federal funds become unavailable, as determined by the Metropolitan State, either party may immediately terminate or seek to amend this Agreement.
- 6. RECORD KEEPING REQUIREMENTS. Front Range and Metropolitan State shall maintain a complete file of all records, documents, communications, and other material which pertain to this Agreement for a period of three (3) years from the date of final payment under this Agreement, unless either party requests that the records be retained for a longer period.
- 7. Front Range and Metropolitan State shall permit either party or appropriate federal agencies to monitor and audit records and activities which are or have been undertaken pursuant to this Agreement.
- 8. Except as otherwise provided, the duties and obligations of Front Range and Metropolitan State shall not be assigned, delegated or subcontracted except with the express prior written consent of either party. All subcontractors will be subject to the requirements of this Agreement.

- 9. Except as otherwise stated, this Agreement shall inure to the benefit of and be binding only upon the parties hereto and their respective successors and assigns. No third party beneficiary rights or benefits of any kind are expressly or impliedly provided herein.
- 10. Any failure of either party to performance in accordance with the terms of this Agreement shall constitute a breach of this Agreement. Any dispute concerning the performance of this Agreement which cannot be resolved by the respective presidents of Front Range and Metropolitan State, shall be submitted in writing by both parties to the State Controller, whose decision on the dispute shall be final and binding.
- 11. Front Range or Metropolitan State shall have the right to terminate this Agreement by giving the other party thirty (30) calendar days notice of its intent to terminate. If such notice is given after the start of an academic term, this Agreement will continue in effect until the conclusion of that academic term. The liabilities of the parties hereunder for further performance of the terms of this Agreement shall thereupon cease, but the parties shall not be released from duty to perform up-to-the-date of termination.
- 12. CONTROLLER'S APPROVAL. This Agreement shall not be deemed valid until it has been approved by the State Controller or a designated delegate of the State Controller. Payments for performance during the term as stated in 3 above, shall not be made until the Agreement is validated by the signature of the State Controller or a designated delegate of the State Controller.

THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT

STATE OF COLORADO:
BILL OWENS
Metropolitan State College of Denver

STATE OF COLORADO:
BILL OWENS
Department of Higher Education, by the State Board for Community Colleges and Occupational Education, for the use and benefit of Front Range Community College

By: _____
Dr. Stephen Jordan

By: _____
Karen Reinertson, President

STATE CONTROLLER
LESLIE M. SCHENEFELT, CONTROLLER

By: _____

Date: _____

ATTACHMENT A to Interagency Agreement: Statement of Work and Responsibilities

1. Front Range will provide the following student and instructional related services to Metropolitan State, its faculty, employees, and students:
 - i. **Student Center and Common Areas** – Metropolitan State students, faculty, and staff will be allowed to use all student related areas and participate in all student related activities, including all FRCC open computer labs, study areas, the quiet study room, The Writing Center and the Math Lab following the guidelines established for FRCC student use.
 - ii. **Student Life** -- Metro State 2+2 students will be eligible to participate in all FRCC student life activities on the Westminster campus and join student clubs according to club guidelines.
 - iii. **Parking** – Metropolitan State students, faculty, and staff will be allowed to use all parking facilities at the College. Parking permits are not required to parking on College property.
 - iv. **Testing** - The FRCC Westminster Testing Center will provide testing and proctoring services for make-up tests and for students with testing accommodations who are participating Metro State Courses at FRCC.
 - v. **Office Space for Metro State Student Services** - FRCC will provide an office space for the Metro State College Transfer Counselor within the FRCC Advising Department with access to phone, web, and SARS (the student appointment scheduling program). Students will have the ability to make an appointment with the Metro State College representative via the FRCC Advising Department and the FRCC Call Center.
 - vi. **Phone Extension** – The College will provide Metropolitan State with a dedicated phone extension for its admissions and registration staff to make local telephone calls and receive voice messages.
 - vii. **Internet Access** – The College will provide a computer in the office space for use by Metropolitan State’s faculty and staff. In addition, there are numerous wireless hotspots throughout the Building that are available to Metropolitan State’s faculty and staff.
 - viii. **Copy Code** – The College will provide Metropolitan State with a unique six (6) digit copy code so its faculty and staff members can use the copy machines located throughout the College.
 - ix. **Orientation** – FRCC will promote the ‘2+2’ Coordinated Degree Completion Program during its College 101 Orientation to encourage students to start planning now to participate in the program
 - x. **Marketing** -- FRCC will communicate and promote the 2+2 program to currently enrolled students and those who have graduated in the last 3 years. FRCC will provide a direct link from its website to the 2+2 Coordinated Degree Completion Program website maintained by Metro State College.
 - xi. **Disability Services** – FRCC staff will refer all inquiries for disability to the Metro State ACCESS center.
 - xii. **FRCC Special Services Department** will refer all inquiries regarding disability accommodations for Metro State classes to the ACCESS Center. FRCC Special Services Department will provide approved students with access to its adaptive technology lab and testing center
2. Metro State College of Denver will provide the following services to students taking Metro State Classes at FRCC.
 - i. **Admissions and Advising** - Metro State will assign one Transfer Counselor to be the lead for the 2+2 program at FRCC program. The Transfer Counselor will be at FRCC at least two days per week. The Transfer Counselor will take student applications and hand

deliver to the MSCD campus for priority consideration. The Transfer Counselor will also provide initial academic advising to students interested in pursuing the 2+2 program.

- ii. **Advisor Training** - Metro State College will provide training to FRCC advisors regarding all classes and programs offered as part of the '2+2' Coordinated Degree Completion Program so that FRCC advisors can inform potential students about the program and can assist students who are part of the program when the Metro State College representative is unavailable.
- iii. **Orientation** - The Metropolitan State College of Denver Office of New Student Orientation will provide a transfer orientation program for all students participating in the '2+2' Coordinated Degree Completion Program. Delivery methods may include an on-site orientation session and/or an online orientation course. The goal of the orientation program will be to help '2+2' participants transition successfully from FRCC into MSCD. As part of the orientation process, Metro State will encourage current MSCD students who may opt to take classes at the FRCC campus and who have not been enrolled at FRCC to attend the FRCC College 101 Orientation.
- iv. **Registration** - Students enrolling in Metro State 2+2 classes will enroll via MetroConnect. Metro will provide all 2+2 students access to all registration/student related forms available via the web and Metroconnect.
- v. **Financial Aid** - The FRCC and Metro State Offices of Financial Aid will enter into a formal Consortium Agreement for the benefit of students on financial aid participating in the '2+2' Coordinated Degree Completion Program. Metro State will serve as the home institution and disburse aid according to the requirements of the consortium. MSCD Office of Financial Aid staff will train with FRCC counterparts on details of the consortium.

Metro State will work with FRCC to provide face-to-face financial aid counseling with students by either setting specific time for individual students or blocks of time for open counseling. For students who attended FRCC in fall 2006 and who are enrolling in Metro State's 2+2 program classes in spring 2007, Metro State College commits to maintain the same aid eligibility for spring 2007 that students received in fall 2006 if permissible within federal regulations.
- vi. **Student Fees** - Metro State 2+2 students will pay the same fees as Auraria campus students. Metro State 2+2 students will not pay FRCC student fees, but Metro State College will reimburse FRCC as outlined in the body of the agreement.
- vii. **Disability Accommodations** - The ACCESS Center at Metro State will provide accommodations to eligible students enrolled in Metro State classes on the Front Range Community College (FRCC) campus. Students requesting accommodations will need to meet with a Metro State Disability Coordinator to determine eligibility. The ACCESS Center will be responsible for providing all accommodations including: peer notetakers, sign language interpreters, real-time captionists, reader/scribes, print material in alternative format and other appropriate accommodations. The ACCESS Center will be responsible for working with Metro State faculty to ensure accommodation compliance.
- viii. **Campus Recreation** -- Metro State 2+2 students will be eligible to participate in all of the campus recreation activities (CRA) on the Auraria Campus, including Intramurals, Outdoor Adventure, and other programs. One or more CRA professional staff will be able to travel to FRCC and provide a CRA informational session and/or workshops specific to fitness/wellness. User fee for special programs may apply.
- ix. **Career Services** - Metro State Career Services will provide career coaching appointments and a free web based job search and application system to Metro State 2+2 students. (How, where?) Career Services will respond to student group or class requests for them to provide an overview of our services or career topics.
- x. **Counseling** -. Metro State 2+2 students the will be eligible to use the services at the Counseling Center at Metro State. Students may be referred by FRCC staff or may self refer for individual, couple or group counseling sessions. Students are able to attend all mental health programs offered such as seminars or screening days. Students may also

use online services, including psychological self-help on a wide variety of problems. Guest lectures by the psychologists on mental health or diversity topics will be available by request.

- xi. **Gay, Lesbian, Bisexual, Transgender Student Services** -2+2 students can join the GLBT list serve. 2+2 students will be provided with current GLBT Services and resources available at the Auraria Campus. Safe zone trainings and speaker bureaus presenters are available by request.
 - xii. **Health Center at Auraria** - 2+2 students may receive medical services at Auraria Campus. 2+2 students will be eligible for additional coverage through purchase of student health insurance.
 - xiii. **Student Activities** - 2+2 students will be eligible to participate in all Metro Student activities on the Auraria campus. These include but are not limited to:
 - Opportunities to participate in Student Organizations or start their own organization.
 - Free admission into all Distinguished Lectures – or campus events (that are free to current Metro students).
 - Student rate for all other campus events that occur during the year (in the past, this has included: Emerging Leaders Conference, Women’s Leadership Conference, Etiquette Luncheon, large lecture events).
 - Access to our database for volunteer and service learning opportunities.
 - Opportunities to participate in social fraternities and sororities.
 - Voting for or running for SGA office.
 - xiv. **Student Media** – Front Range Community College will receive *The Metropolitan* student newspaper, *Metrosphere* Literary and Arts magazines and Metro State Student Handbooks. 2+2 students may participate in publishing any of these media and may submit articles to *The Metropolitan* or writing or artistic pieces to the *Metrosphere* for possible publication.
3. FRCC and Metro State will collaborate on the following activities:
- i. **Student Judicial Affairs** – Students who are enrolled only in Metro State courses will be subject to the Metro State student code of conduct. Classroom issues will typically fall under the Metro State code and outside the classroom will typically fall under FRCC code. Co-enrolled students may be subject to both codes depending on the infraction. The FRCC and Metro State College Disciplinary officials will share all incident reports for information purposes and for possible sanctions. The Metro State Code of Conduct is in the Student Handbook and on the Metro State website for easy access, and the FRCC Student Code of Conduct is available in the college catalog and online.
 - ii. **Recruiting and Marketing** – Each college agrees to promote the program to current and potential students. All marketing activities by either party will be approved by both before the activity is undertaken. Metro State will develop a printed promotion piece and dynamic website for students participating in the ‘2+2’ Coordinated Degree Completion Program. In addition, Metro State recruiters will promote and recruit ‘2+2’ participants to FRCC as well as from FRCC into MSCD.

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

February 14, 2007

TOPIC: Capital Asset Maintenance (CAM) Request Funding – Held Over from
December Board Meeting

PRESENTED BY: Marilyn Golden, Vice President for Finance and Administration

EXPLANATION:

At the December meeting of the SBCCOE, the distribution proposal for the Capital Asset Maintenance money was included in the Board package and, as the result of strong concerns expressed by presidents, was withdrawn for reconsideration and restructuring. Note that the process that was utilized to distribute the funds had been presented to and approved by the Board and the presidents, but when the results were known, the difference between what a college contributed to the fund and what they realized from it were much more apparent than could have been from a theoretic process discussion.

The funding pool for Capital Asset Maintenance (CAM) requests is based on an assessment of \$1.07 for each credit hour reported in 2005-06. A total of 1,157,299 credit hours were reported, resulting in an available pool of \$1,238,310 for 2006-07 requests.

Background of Process Leading to the December Recommendation:

The Participants: A Capital Asset Maintenance Committee was formed of the following individuals to determine the criteria for fund distributions, to review the requests and to make specific recommendations for the distribution of funds. The goal was to balance urban and rural considerations and then to incorporate the statewide perspective that Larry Friedberg (State Buildings Division) could impart.

CAM Committee Members: Chad DeBono (LCC); Larry Friedberg (State Buildings); Howard Hampson (CNCC); Larry Steele, Chair (CCA); Mark Superka (CCCS); Lynn Warner (CCD).

The Requests: Thirty nine requests for capital asset maintenance (CAM) funding were received from the community colleges, totaling \$4,562,322. The requests exceeded the funds available by \$3.3 million. Of these requests, ten projects were identified as ineligible for CAM funding based on State controlled maintenance funds eligibility or being below the minimum threshold amount. State Buildings verified whether or not projects were eligible for controlled maintenance funding from the State. Those that were deemed eligible were eliminated from consideration to receive CAM funds because there was an alternative option for funding.

CAM Committee Review Process: CAM Committee members provided individual rankings of each of the projects and the rankings were compiled into a master list. An average ranking was determined based on committee members' input and projects were sorted accordingly.

Funding Distribution Options: Given that requests significantly exceeded funding available, the Committee discussed a number of possible funding distribution options, including:

- Fund the top ranked projects, regardless of size, up to funding availability;
- Maximize the number of projects funded up to funding availability, attempting to fund at least one project for every college;
- Align the funding as close as feasible with the each college's original CAM contribution percentage, regardless of scoring; and
- Fund the most critical, top scored projects with the remaining funds distributed via the original contribution percentage; and
- Fund the most critical, top scored projects with the remaining funds distributed as a match against all remaining projects.

The Committee settled on a hybrid funding distribution model that would fund the most critical projects while at the same time attempt to provide funding to as many colleges' top requests as possible. This meant that no college would have more than one project funded, but those considered the most critical, on a life-safety basis, would be funded regardless of size.

CAM Committee Recommendation: Table 1 below outlines the recommendation of the CAM Committee. The second to last column in the table is the alternative recommendation that was presented to Presidents on January 16, 2007 and generally supported. The final column reflects the amount of tuition collected by each college.

Table 1: CAM Committee Compared to Revised Recommendation

College	CAM Request Title	CAM Committee Recommendation Amount	Alternative Proposal (2-14-07)	Tuition Collected by Each College for CAM
TSJC	Auxiliary Buildings (Dormitories) Life Safety Fire Alarm System	\$220,000	\$153,000	38,295
PCC	PCC Weld Shop Fume Educators	\$19,575	\$67,904	107,583
LCC	Fire Alarm/Emergency Lighting Modernization Todd/Burch Hall	\$339,677	\$339,677	18,672
CCA	CentreTech Campus Maintenance Building	\$125,000	\$60,665	96,115
FRCC	Upgrade To Facilities of Campus Childcare Center and Lab School	\$33,402	\$174,525	276,509
ACC	Waring Theater – Theatrical Lighting Control System Renovation Project	\$70,000	\$79,398	125,794
OJC	OJC Dormitory Surveillance System	\$72,000	\$22,878	36,247
PPCC	Replace Four (4) Rooftop Air Conditioning Units	\$160,000	\$118,819	188,251
NJC	Learning Through Adventure (LTA) Reinstatement/Renovation	\$32,500	\$23,068	36,549
MCC	Replace Flooring in Cottonwood Hall	\$76,667	\$17,936	28,417
CCD	South Classroom Carpet and Paint	\$89,489	\$93,071	147,456
CNCC	Nothing approved. Initial request below threshold.	0	\$12,529	19,850
RRCC	Nothing approved.	0	\$74,839	118,571
	TOTAL	\$1,238,310	\$1,238,309	\$1,238,309

The Staff recommendation was to distribute the \$1.2 million for this first year as outlined above, per the work of the CAM Committee. Then, next year and beyond, a percent would be taken off the top of the amounts earned and held in reserve at the System Office for emergencies relating to life/safety. The remainder of the money would stay with the colleges that earned the funds.

Presidents Council Discussion:

At the heart of the concern, and as can be seen above, was that students paid the 1.6% tuition increase with the expectation that the dollars raised would correspond to an improved quality of life and campus condition. Several presidents acknowledged that while they may not get funding in the first year, they thought their project/s might rise to the top of the list in future years and, overall, things would become equitable.

The CAM tuition increase occurred at a time when there was no controlled maintenance money being appropriated and no capital construction funding dollars available for improving campuses. Since this tuition increase was applied, beginning with Amendment C, dollars have become available.

There are some colleges whose 1.6% tuition earning will never be as sufficient to support the cost of making improvements such as those identified, even if they were to save for several years. For example, at Lamar Community College's annual capital asset tuition earning of \$18,672, it would take 18 years to bring in sufficient earnings to support their requested expenditure of \$339,677. Their fire protection request is clearly a life/safety item. Colleges acknowledged understanding that issue but raised valid concerns relating to distribution equity.

Alternative Distribution Recommendation:

As the result of the Presidents Council discussion, Staff requested to delay the December Board action on this item and a commitment was made to the Board to bring back an alternative allocation that addressed concerns at both ends of the spectrum; thus, this proposal.

This new proposal is to fund the two life/safety projects that involve resident hall fire protections at Lamar Community College and the fund 74% of the fire protection project at TSJC, leaving the balance to be funded by the college (note that TSJC stated they could do that). Each project addresses fire protection in dormitories (exception: \$14K of the TSJC request is for the administration building that also houses some classrooms). Lamar does not have the capability to fund any portion of the request from reserve. The balance of the funding would remain with the colleges that earned the tuition. Because Lamar and Trinidad would receive funding far in excess of their contribution, the amounts that were earned by those two colleges are applied to their projects. As such, each of the remaining eleven colleges would receive 63.1% of the capital asset tuition their college earned.

For FY 07-08 and beyond, the recommendation is to pull a percentage off the top of the earning and hold that in reserve for life/safety emergencies. Twenty percent is utilized in Attachment 1 and this generates \$256,330. If the full amount of the emergency funding is not utilized, it will roll forward to build a physical plant reserve sufficient to address future needs. Colleges will be urged to prioritize their projects such that they leave themselves a portion of net revenues earned in reserve for emergent needs. Depending on future experience in utilizing the central emergency fund, the percentage retained may be altered. Note that statewide for all State buildings, \$2.0 million is established as emergency reserve annually.

ATTACHMENT:
Capital Asset Maintenance Distribution Recommendation FY 06-07 and FY 07-08

Attachment 1: Capital Asset Maintenance Alternative Proposal FY 06-07 and FY 07-08

College	FY 2006-2007				FY 2007-2008			2-Year Cumulative	
	CAM Committee Rec'd - Dec. 2006 Pres. Meeting	CAM Tuition Earned by Each College	Alternative Rec'd for CAM Funding	FY 06-07 Total Amount CAM Tuition Each College Retains - Excepts Recipients (63.1%)	Assume Same CAM Tuition Revenue + 2.5% (Estimate)	20% Central Emergency Fund	FY 07-08 Amount that Remains with Each College	Two-Year Total Revenue from CAM Tuition	Two-Year Total Available to the Colleges
ACC	\$70,000	\$125,794	\$0	\$79,398	\$128,939	\$25,788	\$103,151	\$254,733	\$182,549
CCA	\$125,000	\$96,115	\$0	\$60,665	\$98,518	\$19,704	\$78,814	\$194,633	\$139,479
CCD	\$89,489	\$147,456	\$0	\$93,071	\$151,142	\$30,228	\$120,914	\$298,598	\$213,985
CNCC	\$0	\$19,850	\$0	\$12,529	\$20,346	\$4,069	\$16,277	\$40,196	\$28,806
FRCC	\$33,402	\$276,509	\$0	\$174,525	\$283,422	\$56,684	\$226,737	\$559,931	\$401,262
LCC	\$339,677	\$18,672	\$339,677	\$339,677	\$19,139	\$3,828	\$15,311	\$37,811	\$354,988
MCC	\$76,667	\$28,417	\$0	\$17,936	\$29,127	\$5,825	\$23,302	\$57,544	\$41,238
NJC	\$32,500	\$36,549	\$0	\$23,068	\$37,463	\$7,493	\$29,970	\$74,012	\$53,038
OJC	\$72,000	\$36,247	\$0	\$22,878	\$37,153	\$7,431	\$29,723	\$73,400	\$52,601
PCC	\$19,575	\$107,583	\$0	\$67,904	\$110,273	\$22,055	\$88,218	\$217,856	\$156,122
PPCC	\$160,000	\$188,251	\$0	\$118,819	\$192,957	\$38,591	\$154,366	\$381,208	\$273,185
RRCC	\$0	\$118,571	\$0	\$74,839	\$121,535	\$24,307	\$97,228	\$240,106	\$172,067
TSJC	\$220,000	\$38,295	\$153,000	\$153,000	\$39,252	\$7,850	\$31,402	\$77,547	\$184,402
Total	\$1,238,310	\$1,238,309	\$492,677	\$1,238,309	\$1,269,267	\$253,853	\$1,015,413	\$2,507,576	\$2,253,722

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

February 14, 2007

TOPIC: Lowry Redevelopment – Status
Transfer of Small Property Slivers along Yosemite

PRESENTED BY: Gwen Anderson, Director of Lowry Development

EXPLANATION:

1. Strategic Development Plan:
 - (a) Final written report should be available by February 14.
 - (b) Copies available for distribution to Board members and to others upon request.
2. Phase II Planning and Entitlements:
 - (a) Scope of work includes Denver/Aurora boundary adjustment, rezoning of site and general development plans, public finance mechanisms, public outreach program, and phase I infrastructure plan.
 - (b) RFP issued on January 11; proposals due on February 9.
 - (c) Selection committee will make decision by February 23.
 - (d) Official work to begin by mid-March.
 - (e) Preparations with Aurora and Denver are ongoing.
3. Outside Legal Counsel:

Brownstein Hyatt Farber Schreck has been selected as outside legal counsel for Lowry Redevelopment work, as needed. Contract is being finalized.
4. Deed Restriction Transfer:

Final documents were transmitted to the U.S. Department of Education in October for approval and execution. DOE response is pending.
5. Environmental Remediation:

Staff continues to work on a proposal to be made to the U.S. Air Force for the privatization of its remaining responsibilities for potential asbestos in the soil on the Campus.
6. Public and Developer Outreach:

Tours, meetings and presentations for developers, public officials and community representatives are ongoing.
7. Transfer of Sliver Parcels Along Yosemite: ***(Item Requiring Board Action)***

When Yosemite Street was realigned, certain parcels of land south of 11th Street and north of Lowry Boulevard were affected by the shifting of street right-of-way. This shifting has required transfer of certain very small slivers of property to ensure contiguous parcels and necessary public right-of-way. In order to effect this correction,

CCCS would transfer to the Lowry Redevelopment Authority (LRA) one sliver and receive from the LRA two separate slivers. LRA has conducted and provided to CCCS survey and title work on the parcels to be transferred.

RECOMMENDATION:

1. No action is requested pertaining to the Lowry Redevelopment at this time.
2. Recommend that the Board:
 - a. Approve the transfer and receipt of the parcels along Yosemite Street, as described, for the purpose of accommodating the shifted Yosemite Street right-of-way; and
 - b. Authorize Dr. Nancy McCallin to execute the necessary documents to effect the approved property transfer.

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

NOMINATION FOR COLLEGE ADVISORY COUNCIL

Community College of Denver

Name of Nominee: Anna Alejo

Address: CBS4
1044 Lincoln Street
Denver, CO 80203

Term:

Explanation: _____ Reappointment for Full Term

___X___ Appointment for Full Term

Replacing:

RATIONALE FOR NOMINATION

Anna is an outstanding leader in the community representing many diverse sectors of constituents.

Nominated by:



Christine Johnson, President 12.05.06

Anna Alejo

Reporter, Education Specialist

CBS News 4

Anna Alejo has been an education and general news reporter for CBS4 in Denver since 1991. Prior to that, she was a general assignment reporter at KSBW-TV, an NBC affiliate in Salinas, Calif., and a radio reporter and anchor for WNWS radio, an ABC affiliate in Miami, Fla.

Anna began her journalism career as a research and news assistant at the Miami-based Latin America bureau of the Washington Post. She received her BA in Latin American Studies from Tulane University, and earned a masters degree in international studies from Florida International University. She was awarded an Organization of American States scholarship for Central American studies.

Anna has received numerous honors for her broadcasting and community service, including the Colorado Broadcasters Association Award of Excellence, the United Negro College Fund Meritorious Service Award, the Associated Press Best Serious News Feature Award, and the World Affairs Council of Northern California Thomas More Storke International Journalism Award.

In her spare time, Anna enjoys family activities, with her husband and three daughters.

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

NOMINATION FOR COLLEGE ADVISORY COUNCIL

Community College of Denver

Name of Nominee: Polly Baca

Address: 309 West 1st Avenue
Denver, CO 80223

Term:

Explanation: _____ Reappointment for Full Term

_____ X Appointment for Full Term

Replacing:

RATIONALE FOR NOMINATION

Polly is an outstanding leader in the community representing many diverse sectors of constituents.

Nominated by:



Christine Johnson, President 12.05.06

POLLY B. BACA

Biographical Narrative

Former Colorado State Senator Polly Baca is the President and CEO of the Latin American Research and Service Agency (LARASA). LARASA is a non-profit organization created in 1964 to lead and influence change to improve the quality of life for Latinos throughout Colorado with the belief that *when you improve the lives of Latinos in Colorado, you improve the lives of all Coloradoans*. One of LARASA's primary initiatives is the LARASA Learning Centers associated with Hope Online Learning Academy Co-Op, a tuition-free virtual charter school. These Learning Centers are structured to serve at-risk students in grades kindergarten through 12. These Learning Centers are unique in that they provide online curriculum specifically designed to serve at-risk kids in a supportive environments equipped with mentors who facilitate students' learning progress.

A small businesswoman for three years prior to joining LARASA, Ms. Baca was the Chief Executive Officer of Sierra Baca Services, a consulting firm specializing in multicultural leadership development, diversity training, motivational presentations, policy development, and governmental relations.

Prior to returning to the private sector, Ms. Baca served as the Regional Administrator of the General Services Administration (GSA), Rocky Mountain Region VIII, with a staff of 476 employees. As Regional Administrator, Ms. Baca supervised a six-state region that supported 48,000 government employees who worked for 43 federal agencies in 601 GSA owned and leased buildings. The operating budget was \$161 million with oversight of an additional \$246 million in construction and repairs of Federal facilities. The Region included the states of Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming.

During 1994, Ms. Baca served as Special Assistant to President Bill Clinton and Director of the United States Office of Consumer Affairs in Washington, D.C. As the chief consumer advocate for the Clinton Administration, Ms. Baca served as the Chair of the Consumer Affairs Council that consisted of representatives of 41 different federal agencies, chaired the U.S. delegation to the Organisation for Economic Co-operation and Development's Committee on Consumer Policy, and represented consumers on the federal Information Infrastructure Task Force.

Before joining the Clinton Administration, Ms. Baca was the Executive Director of the Colorado Hispanic Institute, a nonprofit institute whose mission was to promote multicultural leadership. Among Ms. Baca's primary responsibilities was the development of *Visiones*, a statewide multicultural leadership enhancement program aimed at assisting community leaders from different ethnic and racial groups to broaden their leadership potential by becoming skilled in cultural competence.

A member of the **Colorado State Legislature** for 12 years, Ms. Baca was first elected to the Colorado House of Representatives in 1974 and to the Colorado Senate in 1978. She was the:

- first woman elected to chair the Democratic Caucus of the Colorado House of Representatives (1977),
- first minority woman and first Hispanic woman elected to the Colorado State Senate (1978-1986),
- first Hispanic woman to be nominated by a major political party for the United States Congress (1980 Democratic Party Congressional nominee),
- first Hispanic woman to co-chair a National Democratic Convention (1980 and 1984),
- first Hispanic woman to serve in leadership in a State Senate in the U.S. (Chair, Colorado Senate Democratic Caucus, 1985-1986),
- first woman and the first minority to serve as Rocky Mountain Region VIII Regional Administrator of the General Services Administration (1994-1999), and
- first Hispanic woman to head a 6-state federal agency in Rocky Mountain Region VIII (GSA 1994-1999)

Ms. Baca was born on a small farm in Weld County and grew up in Greeley, Colorado where she graduated from College High School with a joint honor scholarship. She graduated from Colorado State University with a B.A. degree in political science and subsequently did graduate work at Colorado State University, the American University in Washington, D.C., and the University of Colorado at Denver. She received an honorary Doctor of Humane Letters from the University of Northern Colorado, Greeley, in August 1992, and an honorary Doctor of Laws degree from Wartburg College, Waverly, Iowa, in May 1989.

Ms. Baca served on the Colorado John Kerry for President Steering Committee in 2003 and 2004, as Colorado Co-Chair of the Clinton/Gore Presidential Campaign in 1991 and 1992, as a Vice Chair of the **Democratic National Committee (DNC)** from 1981 to 1989, and as a member of the DNC from 1973 to 1989. Other national

Democratic Party positions held by Ms. Baca include serving as a Vice President of the 1988 National Democratic Presidential Nominating Convention, Co-Chair of the 1985 National Democratic Fairness Commission, Co-Chair of the 1980 and 1984 National Democratic Presidential Nominating Conventions, and Chair of the Colorado Delegation to the 1978 National Democratic Mid-Term Conference.

Nationally known for her leadership skills and motivational presentations, Ms. Baca has appeared on numerous TV and radio programs including ABC's Nightline and MacNeil/Lehrer News-Hour. She has been interviewed and featured in the following books: *It's All in the Frijoles* by Yolanda Nava, Simon & Schuster, Inc., New York, 2000; *True to Ourselves* by Nancy M. Neuman, Jossey-Bass Inc., San Francisco, 1998; *Breaking Ground and Barriers* by Gloria Bonilla-Santiago, Ph.D., Marin Publications, San Diego, 1992; *The Lives of Ethnic Americans* by Juan L. Gonzales, Jr., Kendall/Hunt Publishing Company, Dubuque, Iowa, 1991; *When Smart People Fail* by Carole Hyatt and Linda Gottlieb, Simon and Schuster, New York, 1987; *In the Running* by Ruth B. Mandel, Ticknor & Fields, New Haven and New York, 1981; *Politicians for the People* by Elizabeth Levy and Mara Miller, Alfred A. Knopf, Inc., 1979. In addition, she has been interviewed in major newspapers and magazines across the country, including being featured in *Outlook* magazine and *Intercambios Femeniles* magazine, featured as a Hispanic Woman of the Year in *Replica* magazine, named one of "100 Influentials" in *Hispanic Business* (6 years), one of 20 "New Democratic Faces for the 80s" in *Newsweek*, one of "80 Women to Watch in the 80s" in *MS* magazine, and one of ten "Women of the Future" in *Ladies Home Journal*, 1979.

Recognition received by Ms. Baca includes being inducted into the *Colorado Women's Hall of Fame*, named as one of the original 14 members to be inducted into the *National Hispanic Hall of Fame* and being listed in the *World Who's Who of Women*, *Who's Who in American Politics*, *Who's Who in the West*, and the *1980 Mexican American History Calendar*. In addition, Ms. Baca received the 2006 Lifetime Achievement Award from the Colorado Democratic Party, was named a 2004 Woman of Distinction by the Mile High Girl Scouts, received Regis University's highest honor – the 2004 *Civis Princeps* Award, and received the 2003 Cesar Chavez Leadership Hall of Fame Award from the Denver Public Library; the 2002 Champion of Change Award in Politics from Escuela Tlatelolco, the Las Primeras 2000 Award from MANA – a National Latina Organization, the Hispanic Women 2000 Award from the National Society of Hispanic Genealogy, the Hispanic Pioneer 2000 Award from the Denver Hispanic Chamber of Commerce, the 1998 Small Business Administrator's Advocate of the Year Award for Colorado, the 1994 Maclovio Barraza Leadership Award from the National Council of La Raza, and the 1994 Leadership Award from the U.S. Hispanic Chamber of Commerce. She has also received the 1993 Martin Luther King, Jr. Humanitarian Award, was named the 1993 Colorado Hispanic League Leadership Honoree, and was recognized for outstanding humanitarian service in 1991 by the NAACP Denver Branch.

A noted international speaker, Ms. Baca has extensive experience in foreign affairs. As a participant in the U.S. Information Agency AmPart program, she lectured in **Japan and the Philippines** on the American political system and the role of racial and ethnic Americans and women in the American socio-political system and economic systems. She was also a speaker and participant at the **West Berlin, Germany** seminar on "The Impact of the 1984 American Elections," sponsored by the Aspen Institute Berlin. In March 1979, Ms. Baca was a White House guest at the signing of the **Egyptian-Israeli Peace Treaty** and in July 1979 participated in the **Camp David Domestic Summit** hosted by President Jimmy Carter.

Ms. Baca began her professional career as an editorial assistant for a trade union newspaper in Washington, D.C. During President Lyndon Johnson's administration, she served as a Public Information Officer for a White House Agency. She then joined the national campaign staff of the late Senator Robert F. Kennedy in his bid for President of the United States. Later, she served as the Director of Research and Information for the National Council of La Raza and then as a Special Assistant to Lawrence F. O'Brien, Chairman of the Democratic National Committee.

Ms. Baca has two children, Monica P. Barragan Perez and Miguel Baca Barragan, and two grandchildren: Eduardo Manuel Perez, Jr. and Elicia Monica Perez.

12/01/06

POLLY B. BACA

RESUME

Summary of Experience

Forty years of experience in planning, implementation and administration in the areas of media communications, public relations, governmental relations, public policy, policy analysis, leadership training and development, diversity training, and program development.

Education

- 1990-92** Candidate for Master of Arts degree in public administration, University of Colorado at Denver.
- 1992** Honorary Doctor of Humane Letters, University of Northern Colorado, Greeley, Colorado.
- 1989** Honorary Doctor of Law, Wartburg College, Waverly, Iowa.
- 1987-88** Certificates of Achievement in Media, JF Images, Inc., Denver, Colorado.
- 1966-67** Candidate for Master of Arts degree in public relations, American University, Wash., D.C.
- 1962** Candidate for Master of Arts degree in education, Colorado State University, Ft Collins, CO
- 1962** Bachelors of Arts degree in political science, Colorado State University, Fort Collins, CO.
- 1958** High School Diploma, Joint Honor Scholarship, College High School, Greeley, Colorado.

Current Volunteer Activities

Co-Facilitator, Center for Contemplative Outreach Meditation Program, Federal Correctional Institution.
Board of Directors: New America School, ACE Scholarships, Iliff School of Theology, International Multicultural Institute, and Colorado Humanities.

Advisory Boards and Steering Committees: JPMorganChase Community Advisory Board, Burger King Diversity Advisory Committee, HOPE Online Learning Academy, Latino Research and Policy Council, Rocky Mountain News Latino Advisory Committee, Channel 4 Community Advisory Committee, KBDI Public Television Advisory Board, 9News Who Care Board of Governors, Denver Foundation ENII Project, Wisdom Center, Centro Bienestar, Centro San Juan Diego, Progressive Majority Advisory Council, Colorado Immigrant Rights Coalition.

Special Accomplishments

- Jan. 1979 to Dec. 1986** **Colorado State Senator**, District 24, Adams County, Colorado. Chair, Senate Democratic Caucus. Member of the following Senate committees: Legislative Audit; Business Affairs and Labor; Finance; Education; Health, Environment, Welfare and Institutions; State Affairs; Transportation; Agriculture, Natural Resources, and Energy.
- Jan. 1975 to Dec. 1978** **Colorado State Representative**, District 34, Adams County, Colorado. Chair, House Democratic Caucus. Vice Chair, House Rules Committee. Member of the following House committees: Business Affairs and Labor, Finance, Rules, Local Government, and a special Joint Study Committee on School Finance.
- Jan. 1981 to Feb. 1989** **Vice Chair, Democratic National Committee (DNC)**, Washington D.C. Responsible for developing and supervising a liaison program for the DNC with Democratic state legislators in each of the 50 states, with special emphasis on Democratic state legislative leaders and women and minority state legislators. Responsible for supervising visits by international dignitaries to the DNC and representing the DNC at national and international conferences and seminars.

Employment History

- August 2002 to Present** **President and CEO, Latin American Research and Service Agency (LARASA),** Denver, Colorado. A non-profit organization created in 1964 to lead and influence change to improve the quality of life for Latinos throughout Colorado with the belief that *when you improve the lives of Latinos in Colorado, you improve the lives of all Coloradoans*. Directs a small staff that utilizes social action research methods to identify needs and develop culturally-competent intervention programs and strategies. One of LARASA's primary initiatives is the LARASA Learning Centers associated with Hope Online Learning Academy Co-Op, a tuition-free virtual charter school. These Learning Centers are structured to serve at-risk students in grades kindergarten through 12 in a supportive environment equipped with mentors who facilitate each student's learning progress.
- May 1999 to August 2002** **CEO, Sierra Baca Systems,** Denver, Colorado. A management consulting firm specializing in media communications, governmental relations, issue and policy analysis, diversity training, multicultural leadership training and development, motivational presentations, and program development. (Client list available upon request.)
- Nov. 1994 to May 1999** **Regional Administrator, General Services Administration (GSA), Rocky Mountain Region VIII (SES 6),** Denver, Colorado. Directed a staff of 476 employees responsible for a six-state region that supported 48,000 government employees who worked for 43 federal agencies in 601 GSA owned and leased buildings in Colorado, Montana, North and South Dakota, Utah and Wyoming. Managed an operating budget of \$161 million with oversight of an additional \$246 million in construction and repairs of Federal facilities.
- Feb. 1994 to Nov. 1994** **Special Assistant to President Bill Clinton and Director of the United States Office of Consumer Affairs, The White House (SES 5),** Washington, D.C. As the Chief consumer advocate for the Administration, chaired the Consumer Affairs Council, which consisted of representatives of 41 different federal agencies, chaired the U.S. delegation to the Organisation for Economic Co-operation and Development's Committee on Consumer Policy, and represented consumers on the federal Information Infrastructure Task Force.
- Oct. 1989 to Feb. 1994** **Executive Director, Colorado Hispanic Institute,** Denver, Colorado. A non-profit institute for policy action whose mission was to develop multicultural leadership and facilitate the development of policies and programs that enhanced educational, economic, and leadership opportunities for Hispanics and other minorities. Responsible for the development, administration and implementation of all policy and program initiatives advocated by the Board of Directors, including directing *Visiones*, a statewide leadership development program aimed at assisting community leaders from different ethnic and racial groups to broaden their leadership potential by becoming skilled in cultural competence.
- May 1985 to Oct. 1989** **President, Sierra Baca Services,** Thornton, Colorado. A management consulting firm specializing in program development and assessment, leadership and pluralism training, issue and policy analysis, media communications, and motivational presentations. Consultation services provided included: state legislative liaison work on pharmaceutical and other corporate issues, analysis of political issues as they related to the minority community, motivational presentations on leadership and accessing the public policy system, the organization and implementation of focus groups on education reform, development of a project to address the problems of minorities in higher education, advising

on the selection and development of national leadership and fellowship programs, assessment of leadership and accelerated development programs for minorities and women, development of a scholarship/internship program for minority youth, training for leadership development workshops, and development of public relations materials including a 4-page newspaper and radio spots.

- Sept. 1970 to Dec. 1984** **Director and President, Bronze Publications**, Phoenix, Arizona and Denver, Colorado. A public relations firm specializing in media communications. Developed and fulfilled contracts to produce public relations materials (brochures, pamphlets, annual reports, records, radio spot announcements, posters, and feature articles) for: ACTION, National Institute of Mental Health, National Urban Coalition, Colorado Economic Development Association, Chicano Mobile Institute, Colorado State University Chicano Studies Program, InterAmerica Research Associates, Center for Community Action, Chicanos Por La Causa, Interstate Research Associates Inc., Democratic National Committee, CCMMSS, Carroll for Congress, National Institute of Education, University of Northern Colorado Taft Institute, Department of Health, Education, and Welfare Region VIII, VISTA.
- Nov. 1972 to Nov. 1973 (contract)** **Director, Colorado Committee on Mass Media and the Spanish-Surnamed, Inc. (CCMMSS)**, Denver, Colorado. (*consultant contract*) Responsible for initiating, directing and supervising all projects and programs developed or promoted by the CCMMSS. Coordinated mass media efforts and programs of member organizations, agencies, and individuals throughout Colorado.
- Dec. 1971 to Aug. 1972 (contract)** **Director, Division of Spanish-Speaking Affairs and Special Assistant to the Chair, Democratic National Committee (DNC)**, Washington, D.C. (*consultant contract*) Developed and directed public relations programs focused on the national Hispanic community and local Hispanic organizations. Edited a four-page newsletter. Supervised a 14-member staff for the 1972 National Democratic Presidential Nominating Convention in Miami, Florida.
- Sept. 1968 to Sept. 1970** **Director, Research Services and Information, National Council of La Raza**, Phoenix, Arizona. Supervised the development of the Research and Information Office and all Council publications including annual reports, pamphlets, brochures, and proposals for funding. Responsible for all communications with the mass media and public-at-large including the development of news releases, press conferences, press statements, and public service announcements for television and radio.
- Mar. 1968 to June 1968** **National Deputy Director, Viva Kennedy Division, National Robert F. Kennedy for President Campaign**, Washington D.C. Supervised the development of public relations materials focused on the Hispanic community. Organized "Viva Kennedy" Clubs in targeted primary states.
- Sept. 1967 to Mar. 1968** **Public Information Officer, The White House InterAgency Committee on Mexican Americans, GS-13 Rating**, Washington D.C. Supervised the development of the Information Office and all communications with the mass media and public-at-large. Supervised all media arrangements for the 1967 Cabinet Committee Hearings on Mexican Americans and coordinated press relations with the Secret Service for presentations by the President and Vice President of the United States. Advanced the visits of the Committee's Chairman to Hispanic communities throughout the United States. Researched and wrote speeches and statements for delivery by the Chairman.

**Jan. 1966
to
Sept. 1967** **Editor, Airline News magazine and Assistant Director, Department of Research and Education, Brotherhood of Railway and Airline Clerks, AFL-CIO, Washington, D.C.** Supervised the development of a 32-page magazine for the Union's airline employees. Developed magazine designs and researched and wrote all news articles. Developed brochures and pamphlets for the Union's organizing campaign on the airlines. Developed testimony for Congressional Hearings. Assisted Director in other research and education activities, including legislative lobbying on union-related matters.

**Dec. 1962
to
Dec. 1965** **Editorial Assistant, Department of Research and Education, International Brotherhood of Pulp, Sulphite and Paper Mill Workers, AFL-CIO, Washington, D.C.** Responsible for researching, writing and editing news articles, preparing layout and coordinating artwork for a 16-page newspaper published monthly for 100,000 subscribers. Received three International Labor Press Association awards. Served on Atlantic Labor Press Association Board.

12/1/06

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

NOMINATION FOR COLLEGE ADVISORY COUNCIL

Community College of Denver

Name of Nominee: Elaine Berman

Address:

1693 E. Cedar Ave.
Denver CO, 80209

Term:

Explanation: _____ Reappointment for Full Term

___X___ Appointment for Full Term

Replacing:

RATIONALE FOR NOMINATION

Elaine is an outstanding leader in the community representing many diverse sectors of constituents.

Nominated by:



Christine Johnson, President 12.05.06

ELAINE GANTZ BERMAN

Elaine Gantz Berman was elected to the Board of Education for the Denver Public Schools in November 1997 and re-elected in 2001. She served as President of the Board from November 1999 to November 2003.

During Elaine's 8 year tenure on the Board, the Denver Public Schools (DPS) passed three successful mill levy and bond elections which have resulted in almost \$40 million of additional revenue from Denver voters for DPS classrooms and over \$600 million worth of bonds for capitol projects including the building of 14 new schools.

Also, during Elaine's School Board tenure, DPS spearheaded a groundbreaking pilot (ProComp) to link a portion of a teacher's compensation to student performance. In March 2004, the Denver Classroom Teacher's Association voted to approve ProComp and in so doing gave the go ahead for the district to request a \$25 million mill levy increase from the citizens of Denver. This revolutionary compensation package for teachers was approved by Denver voters in November, 2005.

Elaine served as the Co-chair of the DPS Commission on School Nutrition and Physical Activity which recommended new policies to the school board to prevent childhood obesity.

Elaine also serves as Vice-President of the DPS Foundation. Elaine was instrumental in re-organizing the Foundation, building a new board and staff.

Prior to Elaine's election as School Board President in 1999, she worked for 18 years at The Piton Foundation, a private operating foundation that focuses on strengthening neighborhoods, leadership development, and improving public education. In her role as Program Officer, she helped to found the Colorado Children's Campaign, the Adoption Exchange and Citizens for Quality Schools. Her passion for public education, early childhood education and after school activities emanated from her work at Piton.

Elaine is very active in the community and has served on many boards. She currently serves on the Board of the ADL, the DPS Foundation, Facing History, Common Good Colorado, the Denver Health Community Advocacy Committee, the Metro Denver Health and Wellness Commission and College Summit.

She has been a frequent speaker locally and nationally on topics related to public education and leadership. She has served as an advisor to the Eli Broad Foundation on the development of Institutes for new school board members and presidents; she was awarded Champion of Education by the Community College of Denver along with Mayor Hickenlooper and Superintendent Wartgow; she was named a Woman of Distinction by the Girls Scouts in 2002; and awarded Child Advocate of the Year along with her husband, Dr. Steve Berman by Summer Scholars in 2003. She also participated in the founding class of Harvard University's JFK School of Government's Women Executive Leadership Program in 2002.

Elaine is married to Dr. Steve Berman, a pediatrician at Denver Children's Hospital, and has two grown sons, Seth, 29, and Ben, 27.

Elaine holds a Masters of Science in Public Health from the University of North Carolina at Chapel Hill. Elaine is fluent in Spanish and is a frequent visitor to Latin America. She spends her leisure time hiking and cross country skiing in the Colorado mountains, biking, and walking daily around Washington Park.