



## **MCC President's Staff Meeting Minutes**

March 13, 2023, via Web Ex

**President's Staff Present:** Dr. Curt Freed (President); Susan Clough (Interim Director of Development); Jane Fries (Assistant to the President); Kathy Frisbie (VP of Instruction); Becky Geltz (Director of Institutional Effectiveness & Planning); Ariella Gonzales-Vondy (Director of Communications, Marketing, & Recruitment); Tracy Schneider (VP of Administration & Finance); Scott Scholes (VP of Student Services)

**Absent:** Julie Beydler (Director of Human Resources)

The meeting commenced at 10:32 a.m.

- 1) **Amazon "Career Choice Partnership" Scholarships:** Amazon has formed a partnership with the Community College of Aurora to provide educational opportunities for its employees. MCC staff will explore the "Career Choice Partnership" program further and loop Robbin Schinke into the conversation due to the proximity of an Amazon Fulfillment Center to the Bennett region. MCC leadership is still working on securing a Bennett Center facility location. Curt Freed noted that he will reach out to an Adams County Commissioner, as the space being considered would need to be shared with Adams County. He will also touch base with staff from the Town of Bennett to get a feel for how many Amazon employees are in the area.
- 2) **Concurrent Enrollment Report:** Curt Freed referenced the 21-22 CCCS concurrent enrollment report provided to the SBCCOE at their March meeting, noting that he plans to pull highlights from the document for further discussion with President's Staff. Curt noted that the tuition rates for online concurrent enrollment courses will be standardized across the System to match the tuition rates for face-to-face courses. This means MCC will no longer be able to discount the online course rates for concurrent enrollment.
- 3) **Community College Survey of Student Engagement (CCSSE):** Kathy Frisbie shared that a CCSSE will be administered April 3-21, 2023, with results in July. Kathy noted that staff chose to add questions regarding race and ethnicity, thinking that these questions would be included in the spring survey. However, she has since learned that these questions are part of a different survey that must be conducted in a different semester than the regular CCSSE survey. President's Staff recommended doing the race and ethnicity survey during fall semester. Kathy noted that CCSSE provides templates to help promote the survey. Kathy will provide the information to Ariella Gonzales-Vondy and copy Curt Freed/Jane Fries. A prescribed subset of students will receive the survey, which will be loaded into D2L.
- 4) **College Store Sales Report:** Tracy Schneider provided highlights from the February College Store sales report. She noted that apparel sales remain high and gift sales have increased. Some of this is likely due to new items in stock since December. Grocery and food service sales were also up in February over January.
- 5) **President's Staff Updates:**
  - a) **Julie Beydler:** Absent
  - b) **Susan Clough:**
    - i) The Gala had record attendance as well as gross income (\$176K). Susan is working on receivable bills for outstanding balances owed.

- ii) Susan is working with Kelly Rasmussen and Tracy Schneider on MCC program and scholarship requests for the MCC Foundation. A draft request will be provided at the March 13 Foundation meeting and a final version presented in April.
- iii) Scholarship criteria is being finalized with the Hinkhouse family in honor of Bill Hinkhouse. The scholarship will be for Burlington area students.
- iv) Susan is working on proof of funds for the April matching COSI requests, which will be used for summer semester. In July, a request will be made for fall semester.
- c) A raffle report is due at end of March. Susan noted that the Foundation may do stand-alone raffle tickets next year (separate from entrance tickets) to promote sales.
- d) Susan is working on architect selection for the Center for Skilled Trades and Technology.
- e) Susan is helping Tracy Schneider with budget work.
- f) CACE
  - i) About 25 people attended the Craig Child's writing workshop and evening program March 9.
  - ii) The Best of the Best student art show has had numerous visitors.
  - iii) There will be an Art Walk March 16.
- g) **Curt Freed:** No additional report.
- h) **Jane Fries:**
  - i) Jane sent out a PTK recruitment mailing to 182 students eligible to join the honor society.
  - ii) Jane submitted bios and photos of MCC's Employees of the Year to CCCS. She is working with the awardees to gather information relating to their NISOD Excellence Awards. She also extended an invitation for them to participate in the NISOD national conference in Austin, Texas this May.
  - iii) Amy Carrillo chaired a committee to select MCC's Rising Stars and Inclusive Excellence Champion. The Rising stars are Jhoany Juarez, a concurrent enrollment student in the Burlington region and Daniel Serna, an Electromechanical Technology student. The Inclusive Excellence Champion is Ahmed Aden, a Multicultural Entrepreneurship student. Jane will work with Ariella Gonzales-Vondy to collect bios and photos to submit to CCCS.
  - iv) Jane is continuing to research possible performing artists for the 23-24 CACE season. CACE will be hosting the US Air Force Academy Bands Youth Orchestra & Band Education Outreach program in April 2024. This is a two-day program where Air Force musicians will work with Fort Morgan High School students the first day and hold a joint performance for the public the next day.
- i) **Kathy Frisbie:**
  - i) Kathy has been reviewing the impact of Colorado Online courses on faculty workloads and courses previously offered through MCC Online.
  - ii) Kathy noted that a process needs to be determined for deciding who gets to offer Rural College Consortium courses.
  - iii) Kathy is working on updates for the HLC. She noted that the number of certificates reported that are not a part of a degree seemed high last year compared to this year.
  - iv) The HLC approved MCC's Quality Improvement Project proposal.
  - v) The letter of intent for the Opportunity NOW grant (BAS in Education) was approved. Kathy will work with Sarah Heath from CCCS on the next step in the grant application process, which is due April 16.
  - vi) The AELA grant (GED/ESL funding) continuation is due April 28.
  - vii) Kathy is working on a CIP project to make sure programs are updated.
  - viii) The System is planning to do an RFP this summer for course evaluation software. MCC had been planning to purchase evaluation software with Title III/V funds prior to learning about the System's plans.

j) **Becky Geltz:**

- i) Becky and Christiane Olivo will be attending the HLC Conference in Chicago on March 25-28.
- ii) Becky is working on information for the HLC update.
- iii) Becky is working with Sally Shawcroft on HEERF Financial Aid reporting.
- iv) Work on IPEDS and SURDS reporting continues.
- v) Becky is continuing to get familiar with COGNOS.
- vi) The Institutional Research Advisory Group (IRAG) met March 10. Discussion centered on changes to FTE reporting challenges with Colorado Online courses.

k) **Ariella Gonzales-Vondy:**

- i) Progress is being made on the MCC website. The current staff directory is creating some critical errors on the website. CCCS prefers that email addresses not be listed due to phishing. MCC staff will be exploring options to protect the information, such as utilizing a firewall or webforms.
- ii) Results from the Professional Development Day staff survey were overall very positive. Staff indicated that they enjoyed Dr. Angie Paccione's presentation.
- iii) Ariella noted that the MCC Marketing Department is exploring a way to make their professional printer available for certain student projects. Faculty would need to work with the Marketing Department to make arrangements.
- iv) Cara Draegert participated in the MCC Transfer Fair on March 10.

l) **Tracy Schneider:**

- i) Tracy is working on architect selection for the Center for Skilled Trades & Technology.
- ii) The bid process is underway for the irrigation/sprinkler and HVAC controlled maintenance projects.
- iii) Tracy is helping with HEERF, IPEDS and HLC reporting.
- iv) A new Accounting Technician will start April 1.
- v) Commencement regalia is arriving in the College Store. There are new stoles this year for several groups of students.
- vi) Tracy is working on the FY 24 budget.

m) **Scott Scholes:**

- i) Scott noted that issues with Rural College Consortium processes (including how it integrates with Colorado Online) are still holding up progress.
- ii) Scott is working on IPEDS reporting.
- iii) An E-bike grant was approved in partnership with the City of Fort Morgan. Scott is reviewing what process needs to be put in place for selecting bike recipients.
- iv) An MOU is being established with a DegreeWorks audit expert from Pueblo CC.
- v) The piloting of Colorado Online courses this spring has brought several issues to light that are being addressed by the Student Services group.
- vi) Registration for summer and fall semesters began March 13.
- vii) Scott is hoping to catch up on paperwork over spring break.

- 6) **Meeting Adjournment/Next Meeting:** The meeting adjourned at 12:03 p.m. The next President's Staff meeting date is scheduled for March 27, 2023, and will include Deans, Center Staff, and the Director of Concurrent Enrollment.

Minutes by Jane Fries, Assistant to the President