



CONNECTICUT STATE  
COLLEGES & UNIVERSITIES  
BOARD OF REGENTS FOR HIGHER EDUCATION

**Early College Steering Committee Meeting**  
**Tuesday, May 12, 2015 9:00 AM – 11:00 AM**  
**61 Woodland Street, Hartford, CT, 06105, Room 206**

**Minutes Prepared by Katie Magboo**

**Present:** Tracy Ariel (BOR), Carmen Cid (ECSU), Andrea Comer (CBIA), Liz Cowles (ECSU), Tony Gasper (WPS), Robin Golden (BOR), Bob Henderson (MCC), Katie Magboo (BOR), Steve Minkler (MxCC), Arthur Poole (BOR), June Sanford, on behalf of Dianna Roberge-Wentzell (SDE), Mary Skelly, on behalf of Bob Trefrey (CTHSS), Gillian Thorne (UCONN), Wendi Richardson (UCONN)

**Guests:** Nancy Melnicsak (BOR), Taylor Van Antwerp (GCC)

**Absent:** Sally Biggs (HMTCA), Dennis Bogusky (AFT), Melony Brady-Shanley (HPS), Mike Breen (CEA), Kate Carter (SWPS), Suzanne D'Annolfo (CASBD), Lola Garcia-Blocker (NHPS), Elliot Ginsberg (CCAT), Katie Kelly (ACC), Lori Matjyas (SDE), Stephen McKeever (AFT), Sal Pascarella (DPS), Manuel Rivera (NLPS), Ray Rossomando (CEA), Gail Stevens (NCC), Kristen Wheaton (College Board)

**1. Welcome**

The meeting was called to order at 9:15 AM by Katie Magboo and introductions were made. The late start was attributed to traffic congestion on the major highways leading into Hartford.

**2. Acknowledgements**

- Gillian Thorne has retired from UCONN and her position as the Early College Experience (ECE) Director. The group acknowledged her huge contributions to the Steering Committee's work especially around concurrent enrollment programming and wished her well in her retirement. She has asked Wendi Richardson to take her place on the Steering Committee. The group welcomed Wendi.
- Steering Committee member Sally Biggs and the Hartford Magnet Trinity College Academy received a Magnet Schools of America School of Excellence Award. Although Sally was not present at this meeting, her school's accomplishment was acknowledged by the group.
- Steering Committee member Dr. Manuel Rivera, Superintendent of New London Public Schools, and the Science and Technology Magnet High School of Southeastern Connecticut (STMHS), home of the New London ECO program, received a Magnet Schools of America School of Excellence Award. Although Dr. Rivera was not present at this meeting, the group acknowledged STMHS's achievement.

### 3. Staffing Update

- Robin has six weeks left until her contract is up on June 30<sup>th</sup> at which point she will be leaving her position at the BOR. Katie's Fellowship runs through July 17<sup>th</sup> after which she will be pursuing other opportunities. During the remainder of their time, they will continue to work on a transition plan.
- CT-ECO point Person: Tracy Ariel, Director of Advanced Manufacturing will be the point person for CT-ECO programs at the BOR. Robin explained that Tracy has been involved with the development and implementation of CT-ECO programs, especially in the eastern region of the state, since the beginning. Robin and Katie are pleased that Tracy has agreed to take this initiative on as are all of the CT-ECO partners.
- The Steering Committee will move forward in some capacity after Robin's departure. Carmen Cid explained that she has been asked to continue to be a part of the Early College efforts. Robin explained that Interim BOR Provost Estela Lopez and SDE Commissioner Dianna Roberge-Wentzell have been discussing different options. They are anticipating the need to coordinate on a higher level to break down the silos between the SDE and the BOR.

### 4. CT-ECO Updates

#### I. June 5<sup>th</sup> Event

Invitations to the June 5<sup>th</sup> CT-ECO Programs Statewide Convening were distributed to all present. Katie will send all members a formal invitation in the coming weeks. Katie and Robin informed the group that legislators from the appropriations, higher education and employment, and education committees were invited to the event. They were hopeful that many would be able to attend since the event had been purposefully planned for after the Legislative Session, which ends on June 3, 2015.

Katie was pleased to let the group know that Rashid Davis, the founding principal at P-TECH Brooklyn, had confirmed that he would be participating and sharing his insights with attendees. She also shared that three students would be accompanying him to share their experiences on the student panel along with three students from Norwalk Early College Academy (NECA). Kevin Rothman, Founding Director of Excelsior Academy, in Newberg, NY will also be there to lend his knowledge and expertise to our CT-ECO partners.

#### II. Status of Four Existing Programs

- **NECA- Partnership with Norwalk Community College (NCC), IBM and Norwalk Public Schools (Opened in fall of 2014)**
  - Actively recruiting second cohort of ninth graders - 60 students accepted to date. These students will join the 83 students from the first cohort.
  - Two pathways leading to AAS degrees in Mobile Programming and Software Engineering.
  - 16 students currently on track to complete the requirements for both their high school diplomas and AAS degrees in 4 years, the rest will finish in five or six.
  - The student profile for NECA is:
    - 39 % female; 61 % male
    - 46 % Latino/Hispanic; 37 % African American; 13 % Caucasian; 4 % Asian
    - 7% students with Individualized Education Programs (IEPs)
    - Average daily attendance for NECA is 98%

- 13% of NECA students achieved the honor roll (GPA of 3.0-3.39)
  - 23% of NECA students achieved high honor roll (GPA of 3.4 or higher)
- **Danbury ECO - Partnership with Naugatuck Valley Community College (NVCC), NewOak (with additional mentors from Pitney Bowes) and Danbury Public Schools (Set to open in fall of 2015)**
    - 156 applicants for 100 places in its first cohort. Students were accepted through a lottery process.
    - Accepted students are 50% Male and 50% Female
    - Dedicated director hired for the program in April 2015 with a contract beginning July 1, 2015.
    - Two Pathways identified leading to degrees in Computer Information Systems and Business Administration: Business Computer Applications.
    - NVCC has also been collaborating with NewOak to determine how to update their technology curriculum to meet the needs of industry.
  - **Eastern CT-ECO Programs: New London ECO and Windham ECO – Industry Partner for both are Eastern Advanced Manufacturing Alliance (EAMA) with Electric Boat (EB) serving as the lead partner (Set to open in fall of 2015)**
    - i. **Windham ECO - Partnership between Quinebaug Valley Community College (QVCC), Windham Public Schools and EAMA/EB**
      - Actively recruiting its first cohort of 50 students (currently 27 accepted)
      - Accepted students are 50% Male and 50% Female
      - High School is planning a 5 week summer program for the ECO students with academics Monday – Thursday and special ECO related activities on Fridays.
      - Two pathways identified leading to degrees in Technology Studies: Manufacturing Principals and Technology Studies: Industrial Supply Chain/Lean Manufacturing.
    - ii. **New London ECO - Partnership between Three Rivers Community College (TRCC), New London Public Schools and EAMA/EB**
      - Actively recruiting first cohort of 30-50 students from the entering class of the Science and Technology Magnet School of Southeastern Connecticut (currently 17 accepted) and the comprehensive high school.
      - Two pathways identified leading to degrees in Technology Studies: Sheet Metal Fabrication and Mechanical Engineering Technology.

The extensive collaborative work that we have been doing in the eastern portion of the state is bearing other fruit. In partnership with the State Department of Economic and Community Development (DECD), the Advanced Manufacturing Centers, and the Eastern Workforce Investment Board, the Eastern CT-ECO programs are a key component of the application for designation as a Manufacturing Community being submitted by DECD to the Economic Development Administration.

## 5. Updates on Dual Enrollment

- **CCP and Perkins Changes**

June Sanford and Arthur Poole provided the group with a report on the changes that have been made to CCP and Perkins funding. June explained that the changes were coming by federal mandate. She and Lori Matyjas recently attended a National Perkins conference and they learned about the changes there. She acknowledged that it seemed sudden but in reality, the grants had historically been misused here in CT. The changes that are being implemented are in –line with federal regulations. These changes include:

There is a three year limit for use of funds for staffing. June reported that the three-year rule on salaries was still on the table and would ultimately be a state level decision. She emphasized that the Perkins grant was never intended to be used for sustainability. It is rather an improvement and innovation grant.

There is an overall limit of 5% of funds for use on administrative costs.

Perkins funding can only be used to fund career and technical education courses. Academic courses such as math and English would need to be funded through alternate resources.

Remediation services such as tutors can no longer be funded with Perkins money.

The group acknowledged that the changes but emphasized the devastating implications they have for the colleges. Bob Henderson commended Lori and Arthur for the good leadership they have provided for the CCP Coordinators. They have had to deliver hard news but have been supportive in developing ways to handle the changes. He appreciates that they share relevant information so that everyone can be kept abreast of what is going on both at the state and federal levels.

With no money coming in from the state to support dual enrollment programs and the changes that June and Arthur detailed, the colleges feel strongly that a fee based structure must be implemented to support them moving forward. No one wanted to have to charge but it may be the only way to keep dual enrollment programs operational at the colleges.

- **Update on Draft Policy to Institute/Implement a Fee Based Structure for Dual Enrollment Programs**

Robin reiterated that with no money coming in from the legislature to support dual enrollment programs, the only option is to charge for them. She explained that she was the biggest advocate to continue offering the courses to high school students for free but there simply is no other choice. Robin informed the group that she had spoken with the new Commissioner of Education, Dianna Roberege-Wentzell, about the draft policy and the Commissioner was originally not supportive. However, once Robin explained that the fee structure would need to be implemented or the colleges could potentially no longer offer dual enrollment courses, she was willing to discuss further. Commissioner Wentzell stated that the only way that the SDE could entertain the idea of supporting this policy would be if there were robust language and waiver policies for students receiving free and reduced lunch.

Wendi Richardson from UCONN's ECE program explained that UCONN has a blanket policy for students receiving free and reduced lunch. However as their program has expanded they have more students in

this category enrolling and funding is becoming an issue. UCONN is looking into ways to get scholarship funds for these students to off-set the cost for these students. It is a fundamental problem that everyone is facing – how to serve the students we most want to reach while maintaining the sustainability of the programs.

The group remarked that CCP funds would have been a good way to help support courses where there are a large number of free and reduced lunch students but now that the funding can only be used to support career and technical education courses, this will substantially limit the number of courses where the funding could be used.

The next step would be to take the policy to the Academic Council for consideration. Robin is seeking permission from Estela to do this. Estela's main concern is making sure that the Presidents are on board with the policy. [UPDATE: The Academic Council Meeting in June was cancelled. Robin was asked to distribute the draft policy by email. Robin will be collecting comments and providing Estela with a final draft before June 30<sup>th</sup>. Estela also identified another existing policy that will need to be integrated into this policy. After June 30<sup>th</sup>, it will be up to the colleges to work through their Presidents to ensure that this policy moves forward.]

- **Registration and Enrollment Process Update from the Banner Team**

Nancy Melnisak, Director of Student and Academic Information Systems, came to update the group on changes that are being made to the Banner system to accommodate the NEASC policy that dual enrollment students must be treated like students on the college campuses. Nancy explained that the team has created a full year term for dual enrollment students. They are also looking into and testing new ways to have high school students apply and register on-line. Presently, the team has been primarily communicating with the registrars from each institution. She hoped to be releasing the full details of all the changes very soon.

Nancy went on to explain that the team was still looking into a solution for CT-ECO students taking dual enrollment courses as they will need to be coded and counted differently. Nancy also added that more modifications would need to be made to the Banner System to allow for high school instructors to be able to add grades themselves. She and the rest of the team are developing a set of safe guards to ensure that high school instructors will only have access to information on their students.

There were questions from the group about how a full year course would appear on a student's transcript. The group also questioned the use of Blackboard specifically as it relates to mixed classes where some students will not be enrolled for college credit. Robin and Katie explained that in the research they have conducted, some programs choose to allow students who are not enrolled for credit to audit the course thus enabling them to have access to Blackboard. Francine Skalicky, Instructional Technology Team Member at the BOR, looked into some of the courses that have traditionally been offered and found that there was minimal use of Blackboard on the college campuses for these courses. The group agreed that while this may be true, a resolution for mixed classes will need to be agreed upon in the future.

**6. Update on Efforts to Diversify the Teaching Population in Connecticut**

Katie and Robin have met twice with representatives from the State Department of Education, the CSUs Deans of Education, and partnering K-12 school districts. The focus of their work has been to look at ways to diversify the teaching population in Connecticut. The last meeting was held on April 24<sup>th</sup> and Ken Klucznik and Candace Barrington, co-managers for the Transfer and Articulation Policy (TAP), came to explain TAP to the group. It was then decided that Education would be a pathway that was looked at during the next round of TAP work groups. Due to Robin and Katie's relative departures, the group agreed that at this time no more formal meetings would be scheduled.

**7. Career Ladder Program at Southern Connecticut State University (SCSU)**

Two articles about the new biotech pathway and partnership between Alexion Pharmaceuticals and SCSU were distributed to the group for their reference (see attached). Robin shared that she hoped that this biotechnology pathway would eventually include Gateway Community College (GCC) and form a 4 year CT-ECO like program. She then went on to explain that there was also an appetite for a similar pathway from Jackson Labs which could potentially partner with Central Connecticut State University (CCSU), Tunxis Community College and New Britain high school. While neither of these pathways could be pure CT-ECO programs due to the true industrial need for a Bachelor's Degree at minimum, the potential is huge to change outcomes for area students.

**8. Learns and Works Conference**

Katie and Robin have been asked to present at the Department of Labor's Learns and Works Conference on Friday May 15, 2015. The conference will be held at the Sheraton Hartford South in Rocky Hill, CT. Katie and Robin will be presenting about all of the work that has been done with Early College this year. They plan to dedicate most of the time to the changes to dual enrollment allowing for a robust question and answer period for attendees. The PowerPoint presentation that they will be using is attached here.

**9. Other Business**

- The next meeting will be held on June 8, 2015 from 3:00 - 5:00 PM and along with formal agenda items it will be a celebration of all that Robin Golden has contributed. Katie will send the details out to the group.
- The meeting was adjourned at 11:00 AM.