



## Board Member Assignment Opportunities

Assignment Opportunity	Authority and Purpose	Responsibilities	How Chosen and Qualifications	Term Limits and/or Time Commitment	Num. of SBCCOE Members	Board Member(s)
<b>College Liaison</b>	<ul style="list-style-type: none"> <li>• Opportunity for direct involvement with a CCCS college.</li> <li>• Participate in college commencement.</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in Commencement Ceremony by granting the President the authority to confer the degrees and certificates on behalf of the SBCCOE.</li> <li>• Attend various college activities at the invitation of the President (optional).</li> </ul>	<ul style="list-style-type: none"> <li>• Board Chair and Chancellor determine the assignments, with each member's approval.</li> <li>• Primary determining factor is member's Congressional District and location of the college.</li> <li>• Active member of the SBCCOE.</li> </ul>	<ul style="list-style-type: none"> <li>• Term Limit: None.</li> <li>• Time Commitment: None specified.</li> </ul>	10 (voting members); 1 or 2 per college to ensure all 13 colleges are assigned a liaison.	<ul style="list-style-type: none"> <li>• ACC: Karen McNeil-Miller</li> <li>• CCA: Landon Mascareñaz</li> <li>• CCD: Rollie Heath</li> <li>• CNCC: Ross Dueber</li> <li>• FRCC: Tatiana Hernandez &amp; Yolanda Ortega</li> <li>• LCC: Steven Trujillo</li> <li>• MCC: Cathy Shull</li> <li>• NJC: Cathy Shull</li> <li>• OC: Ross Dueber</li> <li>• PPSC: Terrance McWilliams</li> <li>• PCC: Steven Trujillo</li> <li>• RRCC: Brad Rupert</li> <li>• TSC: Landon Mascareñaz</li> </ul>
<b>Employee Benefits Trust</b>	<i>Legal Authority:</i> BP 3-60, Employee Benefits and Leave; SBCCOE Employee Benefits Trust Investment Policy <ul style="list-style-type: none"> <li>• Administer employee benefits package</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as a Trustee (1 of 4) on the Employee Benefits Trust.</li> <li>• Serve as a fiduciary agent to the Trust.</li> <li>• Establish broad guidelines for the investment of the Trust assets and monies.</li> <li>• Selecting investment managers and approving asset allocations.</li> <li>• Review the performance of the investment managers (periodically).</li> <li>• Review the Investment Policy (periodically).</li> </ul>	<ul style="list-style-type: none"> <li>• Chair recommends nominations, based on interest, to the full Board for approval.</li> <li>• Knowledge of insurance benefit plans, financial statements, and investments (preferred qualification).</li> <li>• Active member of the SBCCOE.</li> </ul>	<ul style="list-style-type: none"> <li>• Term Limit: None.</li> <li>• Time Commitment: Participation in one meeting. Typically occurs in late Oct or Nov of each year.</li> </ul>	1	Ross Dueber



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<b>Audit Committee</b>	<p><i>BP 7-01, Audit Committee Authority and Charter</i></p> <ul style="list-style-type: none"> <li>• Assist the Board in fulfilling its fiduciary responsibilities               <ul style="list-style-type: none"> <li>◦ Assessing risk and addressing matters including financial statement reporting, internal controls, and compliance with applicable laws, regulations, Board policies, Chancellor procedures, and Colleges' processes.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Review conflict of interest matters.</li> <li>• Recommend procedures for whistleblower complaints.</li> <li>• Review summary of complaints regarding accounting, misuse/abuse, or misappropriation, and inappropriate personnel activity.</li> <li>• Review facts related to fraud or misconduct by personnel within CCCS.</li> <li>• Evaluate effectiveness of the CCCS process for assessing risks or exposures and steps taken to monitor and control risks.</li> <li>• Provide oversight of the Director of Internal Audit and activities of the department.</li> <li>• Ensure adequacy to protect confidentiality.</li> <li>• Review committee effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>• Chair recommends nominations, based on interest, to the full Board for approval.</li> <li>• At least one member of the Committee shall be a Financial Expert (defined in the BP).</li> <li>• Active members of the SBCCOE.</li> <li>• Audit Committee Chair:               <ul style="list-style-type: none"> <li>◦ Board Chair recommends to the full Board for approval.</li> <li>◦ Primary determining factor is experience as an audit committee member.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Term Limit: None.</li> <li>• Time Commitment: Four meetings per year, more as required.</li> </ul>	3	<ul style="list-style-type: none"> <li>• Cathy Shull, Chair</li> <li>• Ross Dueber</li> <li>• Tatiana Hernandez</li> </ul>



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<b>Auraria Board of Directors</b>	<p><i>C.R.S. 23-70-102, Auraria Board, Membership, terms, oath of affirmation, voting</i></p> <ul style="list-style-type: none"> <li>• Governing Board that oversees the operational needs of the Auraria Campus.</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinate planning and construction of a multi-institutional higher ed complex.</li> <li>• Provide land and facilities for three constituent institutions: Metro State, CU Denver, and CCD.</li> <li>• Support constitutional and statutory responsibilities of these institutions' governing boards.</li> <li>• Promote cooperation between the institutions and their governing boards.</li> <li>• Facilitate development in collaboration with the private sector to generate funds, provide educational and occupational opportunities, and integrate the center with the Denver area.</li> <li>• Board does not oversee the programmatic decisions for constituent institutions.</li> </ul>	<ul style="list-style-type: none"> <li>• Chair recommends a nomination, based on interest, to the full Board for approval.</li> <li>• Primary qualification is member interest.</li> <li>• Active member of the SBCCOE.</li> </ul>	<ul style="list-style-type: none"> <li>• Term Limit: None.</li> <li>• Time Commitment: One meeting per month; additional committee responsibilities.</li> </ul>	1	Rollie Heath



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<b>Foundation for CCCS</b>	<ul style="list-style-type: none"> <li>• Provides over \$1 million in scholarships annually to make college possible.</li> <li>• Invests in key programs and initiatives that meet the workforce needs of the 21st century.</li> <li>• Supports and strengthens our colleges so they can offer exceptional higher education opportunities to their students.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve on a committee/task force which includes four to six additional meetings/year.</li> <li>• Participate in other Foundation activities.</li> <li>• Make a personally meaningful cash gift annually (expectation).</li> </ul>	<ul style="list-style-type: none"> <li>• Chair recommends a nomination, based on interest, to the full Board for approval.</li> <li>• Final approval of nomination comes from the Foundation Board.</li> <li>• Primary qualification is member interest.</li> <li>• Active member of the SBCCOE.</li> </ul>	<ul style="list-style-type: none"> <li>• Term Limit: None.</li> <li>• Time Commitment: Four meetings per year; plus task force meetings; and Foundation activities.</li> </ul>	1	Brad Rupert
<b>Board Nominating Committee</b>	<ul style="list-style-type: none"> <li>• Assist with the selection for SBCCOE Officers.</li> </ul>	<ul style="list-style-type: none"> <li>• Submit a slate of candidates to the full Board for the positions of Chair and Vice Chair.</li> </ul>	<ul style="list-style-type: none"> <li>• Board Chair recommends two members for the Nominating Committee to the full Board for approval.</li> <li>• Board Chair is third member.</li> <li>• Active member of the SBCCOE.</li> <li>• Years of service on Board (preferred qualification).</li> </ul>	<ul style="list-style-type: none"> <li>• Time Commitment: One meeting per year, occurring between March and May.</li> </ul>	3	TBD annually
<b>College President Search Committee</b>	<ul style="list-style-type: none"> <li>• Serve on the search committee to determine finalists for selection by Chancellor.</li> </ul>	<ul style="list-style-type: none"> <li>• Confidentiality</li> <li>• Make recommendations and provide feedback to Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>• At the request of the Chancellor.</li> <li>• Typically, the college liaison is asked to serve on the search committee.</li> <li>• Active member of the SBCCOE.</li> </ul>	<ul style="list-style-type: none"> <li>• Time Commitment: Search Committee meetings</li> </ul>	1	TBD, upon request



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<b>Ad Hoc Committee: Board Committee Appointments</b>	<ul style="list-style-type: none"> <li>• Make suggestions to improve current practices of selecting leadership to committees (if any); bring suggestions for full Board consideration by Dec. 11, 2024.</li> <li>• Make suggestions for Bylaw edits (if any); bring suggestions for full Board consideration by Feb. 12, 2024.</li> </ul>	<ul style="list-style-type: none"> <li>• Review current practices for nominating and selecting or assigning members to committees, councils, external boards, etc.</li> <li>• Conduct inventory of representation opportunities and understand their eligibility requirements.</li> <li>• Propose any new processes for inviting and/or appointing members.</li> <li>• Introduce any Bylaw edits (if necessary) for next cycle (FY26) memberships.</li> </ul>		<ul style="list-style-type: none"> <li>• Time Commitment: Three meetings: 7/31/24, 10/24/24, 11/13/24.</li> <li>• Presentation of committee review to full Board 12/11/24.</li> <li>• Presentation of Bylaw changes (if any) to full Board 2/12/25.</li> </ul>	4 (plus 2 CCCS representatives)	<ul style="list-style-type: none"> <li>• Brad Rupert</li> <li>• Tatiana Hernandez</li> <li>• Karen McNeil-Miller</li> <li>• Cathy Shull (Chancellor Joe Garcia and GC Angie Gramse)</li> </ul>