STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

May 10, 2023

TOPIC: SBCCOE FY24 Proposed Meeting Schedule (First Reading, Action in May)

PRESENTED BY: Rollie Heath, Chairman

EXPLANATION:
This agenda items sets forth the proposed schedule of regular meetings for the SBCCOE for FY 2024 (July 1, 2023, through June 30, 2024). Article III, Section 1 of the Bylaws of the State Board for Community Colleges and Occupational Education (SBCCOE) states: *At the beginning of each fiscal year the Board shall adopt a schedule of regular meetings for the coming year. The Board at its discretion may modify the schedule if the need arises during the year.* Furthermore, Article III Section 2 provides for Special Meetings that may be called by the chair at any time and shall be called by the chair upon request by three or more members of the Board.

For FY23, the Board put in place a regular meeting schedule that called for nine regular meetings on the second Wednesday of the month. Seven meetings were held in person and two were held with all members participating virtually. For most meetings, an Executive Session was held first, followed by a Work Session for presentations and reports, with the Regular Session held at the conclusion of the Work Session. Typically, meetings began at 9:00am or 9:30am and adjourned no later than 3:00pm or 3:30pm.

As described below, for FY24, the proposed meeting schedule sets forth nine regular meetings on the second Wednesday of the month, including two short meetings held virtually in August and March for action items only. The plan for the other seven meetings calls for holding two meetings in person in conjunction with college visits in September 2023 (with a Board retreat) and February 2024, three in person meetings at the Lowry Campus in November, April, and June; and two virtual meetings in December and May. There is no regular meeting scheduled in October to allow Board members to attend the Association of Community College Trustees (ACCT) Conference. The conference is being held in Las Vegas, NV from Oct. 9-12. Several SBCCOE members typically attend this conference. Members of the Board have expressed a preference for meetings to start no earlier than 9:00am.

RECOMMENDATION:
This proposed meeting schedule for the upcoming year is presented by the Board Chair for first reading with discussion scheduled for April 2023 and final action in May 2023.

SBCCOE FY24 PROPOSED Meeting Schedule

Date	Board Meeting	Planned Modality	Planned Location
July 2023	*No Meeting*	*n/a*	*n/a*
Aug 9, 2023	**Regular Meeting** (Short Duration for Action Items Only)	*Virtual*	WebEx
Sep 13, 2023 **Sep 14, 2023**	**Regular Meeting + Board Retreat**	*In Person*	CNCC
Oct. 9-12, 2023 (Optional)	*Optional Attendance at the Assoc. of Community College Trustees (ACCT) Conference (Las Vegas, NV)*		
Nov 8, 2023	**Regular Meeting**	*In Person*	Lowry
Dec 13, 2023	**Regular Meeting**	*Virtual*	WebEx
January 2024	*No Meeting*	*n/a*	*n/a*
Feb 14, 2024	**Regular Meeting**	*In Person*	RRCC
Mar 13, 2024	**Regular Meeting** (Short Duration for Action Items Only)	*Virtual*	WebEx
Apr 10, 2024	**Regular Meeting + Student Awards Event**	*In Person*	Lowry and/or other Venue
May 8, 2024	**Regular Meeting**	*Virtual*	WebEx
Jun 12, 2024	**Regular Meeting**	*In Person*	Lowry