



**Board of Directors Meeting
Minutes Winter Meeting
January 11 & 12, 2024
Hybrid: In Person & Virtual
Meeting at the School of Law,
Inter American University of PR**

Quick Reference Guide

Agenda

Welcome, Greetings, and Introductions of HETS Board Members
Review of the Agenda and Approval of Minutes from the June 2023 Meeting
Presentation of New Members
Executive Director's Status Report based on HETS Strategic Plan 2022-2025
Open discussion and Board recommendations
HETS 2023-2024 First Semester, Financial Status Report
Collaboration Opportunities Session
Institutional announcements, new items, next meeting dates and host selection

Session with corporate partners:

Welcome, Greetings to HETS Board Members and Corporate Partners
HETS Services and Initiatives Summary Report
Partner's presentations and interests to collaborate with HETS, final discussion and closing remarks

Reading Guide: Action items in *red font*.

List of Attendees

Executive Committee:

1. Dr. Carlos Morales, President, TCC Connect Campus, Tarrant County College District
HETS Chair – Virtual
2. Dr. Olga E. Rivera, President & CEO, ICPR Junior College
HETS Vice Chair – In Person
3. Dr. Carlos Vargas-Aburto, President, Southeast Missouri State University
HETS Secretary – In Person
4. Eng. Gladys Nieves, President, EDP University
HETS Treasurer– In Person
5. Dr. Tomas Morales, President, California State University San Bernardino
HETS Regional Representative – West – In Person

Board Members in person:

6. Dr. Rafael Ramírez, President, Inter American University of Puerto Rico (Host)
7. Dr. María Hernández Núñez, President, Atenas University, Puerto Rico
8. Dr. Anuja Ghorpade, Dean and Vice President of Academic Affairs
Albany College of Pharmacy and Health Sciences (Designated Representative)
9. Dr. Anthony E. Munroe, President, Borough of Manhattan Community College, CUNY
10. Dr. Larry Johnson, President, Guttman Community College, CUNY
11. Dr. Tom Mills, President, Hill College
12. Mr. José A. Cordova, President and CEO, Columbia Central University & NUC University
13. Dr. Milton Santiago, Interim President, Bronx Community College, CUNY
14. Dr. Sumaya Villanueva, Assistant Provost for Academic Engagement, Office of Undergraduate Studies, John Jay College of Criminal Justice, CUNY (Designated Representative)
15. Mr. Sunil Gupta, Vice President Adult Continuing Education & Workforce Development
LaGuardia Community College, CUNY (Designated Representative)
16. Dr. Ana Falcón Emanuelli, Special Assistant Vice-Presidency for Academic Affairs and Research
University of Puerto Rico (Designated Representative)
17. Dr. Kristina Harb, Title V Program Assistant, On PACE for STEM Success
New Jersey City University (Designated Representative)
18. Dr. Carmen V. Lidz, MS – Vice Chancellor & Chief Information Officer
Los Angeles Community College District (Designated Representative)
19. Ms. Jennifer R Lang, History Professor, Delgado Community College
Louisiana Community & Technical College System (Designated Representative)
20. Dr. Christina Irizarry, Assistant Director, Opportunity Programs
Eastern Connecticut State University (Designated Representative)
21. Mr. Eduardo Leyva, Director Educational Opportunity Program Guardian Scholars
California State University Long Beach (Designated Representative)
22. Ms. María Consuelo Moreno Orrego, General Vice Chancellor
Universidad Cooperativa de Colombia (Designated Representative)
23. Dr. Jesús Santiago Rosado, Vice President for Academic and Students Affairs
Caribbean University (Designated Representative)
24. Ms. Wendy Zepeda, Associate Director of Recruitment
Kingsborough Community College, CUNY (Designated Representative)

25. Dr. Nereida Díaz, Dean of Academic Affairs
Universidad Central del Caribe (Designated Representative)

Members virtual:

26. Dr. JoAnne Malatesta, Vice Provost and Dean for Undergraduate Students
University at Albany, SUNY (Designated Representative)
27. Dr. Carlos Guevara, Director, Office of Educational Technology Co-Director
Hostos Community College, CUNY (Designated Representative)
28. Mr. Chris Manriquez, Vice President for Information Technology and Chief Information Officer
California State University, Dominguez Hills (Designated Representative)
29. Ms. Pauline Knox, Associate Director for Project Management Office
California State University, Fullerton (Designated Representative)
30. Dr. Ángel Ernesto Huerta Velez, Chancellor, *Instituto Tecnológico Universitario Rumiñahui*

HETS New Members

31. Dr. Kamari Collins, Vice President for Student Success and Enrollment Management
Chesapeake College (Designated Representative) - **In-person**

Special Guests

32. Ms. Pamela Vargas, HOJ Chief Editor & Director of Research and Sponsored Programs,
Southeast Missouri State University - **In-person**
33. Dr. Francisco García, Director for Center for Online Learning and Teaching Technology, The
University of Texas Rio Grande Valley - **In-person**
34. Ing. Elizabeth Aldás, Coordinator of International Relations, *Instituto Tecnológico Universitario
Rumiñahui* (virtual)
35. Dr. Carmen Ines Suarez, Academic Vice Chancellor, *Instituto Tecnológico Universitario Rumiñahui*
(virtual)

Corporate Partners & Members

36. Mr. Carlos Crespo, Executive Director, COBIMET - **In-person**
37. Mr. Rolando Méndez, Director of Education, Teach Access - **In-person**
38. Dr. Alberto Acereda, Partner Consultant, Territorium - **In-person**
39. Dr. María Socorro, Community Impact Director, American Heart Association - **In-person**
40. Jonnathan Falcón, Founder of Prinomo & Co-Producer of The Summ - **In-person**
41. Stephanie Pérez, Co-Producer of The Summ & HETS Marketing and Communications
Consultant - **In-person**
42. Ms. Mitzi Cardona, National Program Lead and Portfolio Management, American Heart
Association (virtual)
43. Mr. Bryan Negrete, Bilingual Marketer, CampusCare (virtual)
44. Mr. Wyatt Shomion, CampusCare (virtual)

HETS Staff

45. Dr. Yubelkys Montalvo, HETS Executive Director
46. Ms. Izarys Gutiérrez, HETS Executive Assistant

**HETS Board Meeting, Hybrid meeting
Thursday, January 11, 2024**

The Board Meeting was convened at 1:30PM.

Welcome, Greetings and Introductions of HETS Board Members

HETS Vice Chair, President and CEO of ICPR Junior College, Dr. Olga Rivera, presented herself, thanked everyone for their time, welcomed meeting participants and excused HETS Chair President, Carlos Morales. At Dr. Rivera's request, both the Executive and Committee members presented themselves in order to call attendance. Dr. Rivera and Dr. Montalvo recognized the presence of online attendees, thanked them for their time, and recorded their attendance.

Review of the Agenda and Approval of Minutes from the June 2023 Meeting

HETS Vice Chair, Dr. Rivera requested Board participants to review the agenda and proceeded to the approval of the minutes from The Summer meeting held on June 27 and 28, 2023, at California State University, Long Beach. Doctor Nereida Díaz from "Universidad Central del Caribe" presented a motion to approve the agenda and the motion was seconded by President Rafael Ramirez Rivera from Inter American University of Puerto Rico. President Anthony Munroe presented a motion to approve the minutes and the motion was seconded by Doctor Christina Irizarry from Eastern Connecticut State University.

The agenda and the June 2023 Meeting minutes were approved with no objections.

New Members Presentation

HETS Vice Chair, Dr. Olga Rivera, introduced the new member, Chesapeake College. Dr. Kamari Collins, Vice President for Student Success and Enrollment Management, of the new member institution made a brief presentation of his institution. After his presentation, Dr. Rivera thanked him, and Dr. Montalvo and Dr. Rivera presented a certificate recognizing Chesapeake College as a new member.

Executive Director's Status Report based on HETS Strategic Plan 2022-2025

Continuing with the agenda, HETS Vice Chair, Dr. Olga Rivera, introduced Dr. Montalvo, Executive Director, to discuss the Status Report. Dr. Montalvo initiated emphasizing the semester's achievements, while going through the presentation of the first semester of the six years of the Strategic Plan, informing the Board of the progress made vis a vis the activities proposed in the Plan. Dr. Montalvo presented the three board-approved strategic core areas and major goals established in the plan: access, retention and successful completion, as well as online learning and technology integration.

Dr. Montalvo explained that, as part of the first core area, Access, the plan established the objective of publishing at least four (4) articles annually (two per issue) on Hispanic access to Higher Education in the HETS Online Journal (HOJ), the organization's peer-reviewed journal. Result: During the fall of 2023, HETS was able to publish one article versus two (2) articles during 2022-2023 from 2 Non-Member Institutions.

Dr. Montalvo moved on towards the discussion of the projects presented under the Access core strategic area for the HETS Best Practices Showcase. The annual objective was to share at least three best practices on the use of technology to help overcome barriers to Hispanic Access to Higher Education. The result was: six of the projects presented were related to the "Access" core area vs. fourth (4) presentations in 2023, both years exceeding the goal.

The Executive Director added that, another objective within the Strategic Plan was to increase by 25% the number of institutions participating in the Academic Fair, which takes place when the Best Practices Showcase is face-to-face. Dr. Montalvo explained that in 2017-2018, the last time the Academic Fair was held, the number of institutional exhibitors increased by 60%, compared to 2016-2017, when 28 exhibitors participated. Dr. Montalvo pointed out that the Academic Fair was not conducted during the February 2022 to safeguard students, because of the increase of the COVID-19 in Puerto Rico and was moved to November 2023 as part of The Summ event with an alliance with the Department of Education in the Island. As part of the collaboration of agreement with SUMM, HETS member institutions from the U.S. and Latin America were invited to participate. During this event, more than 8,000 high schools and undergraduate students participated. Seven member institutions from the U.S. and *Universidad Cooperativa de Colombia* took advantage of this opportunity. Dr. Montalvo exhibited photos and a brief video of the two-day event held at the Convention Center in San Juan, Puerto Rico.

Another objective for this year was to increase the number of students impacted through the Student Leadership Showcase/Tour and Graduate Fairs, attaining a 25% participation rate (2,092). Two virtual versions of the Student Leadership Showcase Tour were organized, one in Spanish for Puerto Rico and Latin America, and the English version for students in the United States. During fall 2023 has benefited 1,130 students vs. 1,773 students in 2022-2023.

The Executive Director continued to discuss the objectives and accomplishments within the *Retention and Successful Completion*, second core strategic area. She pointed out that the plan established as the annual objective to publish at least six (6) articles (three per issue) related to student support and retention in the HETS Online Journal. During the fall semester, one (1) article was published versus 4 (four) articles in fall 2022.

According to Dr. Montalvo, within this core strategic area, the goal is to share at least three (3) best practices annually on the use of technology to improve Hispanic student retention during the Best Practices Showcase. During the 2024 Best Practices Showcase, seven (7) proposals were presented under the Retention track vs. five (5) presentations in 2023.

Dr. Montalvo explained that during years 4 and 5, the objective was to make at least 5,000 unique visits to the access-related sections of the Student Placita. For the fall 2023, the total page visits were 35,333 for the Student Placita and 12,413 for the Faculty Placita. During the fall 2023, the objective was to increase the number of unique visits to the Virtual Plaza by 25%, and the total unique visits was 47,746, compared with 73,668 for the academic year 2022-2023.

The Executive Director moved on to talk about the efforts to develop mini workshops focused on specific student support skills. Dr. Montalvo showcased the efforts under this core area to support retention and student success through training opportunities. Two (2) Student Leadership Showcase (SLS) and four (4) webinars were coordinated and executed for students during fall 2023, resulting in 2,741 registrants vs. 4 SLS and (10) webinars with 6,439 registrants in 2022-2023. Also, HETS staff trained the student support staff members from fourteen (14) member institutions in Puerto Rico and 26 staff members from three (3) institutions in the States, and one in Latin America, versus 46 student support staff from 11 member institutions in Puerto Rico, the US and Latin America in 2022-2023.

To benefit new members, Dr. Montalvo added that, in 2019 (Year 1), the organization started the Student Ambassadors Program, with the goal of recruiting and training 30 student ambassadors from member institutions in P.R. and, during Year 2, the goal was 20 student ambassadors from member institutions in the U.S. As of fall 2023, HETS maintains a total of eight (8) active ambassadors in P.R. and the U.S. vs. nine (9) in 2021-2023. Dr. Montalvo mentioned that this number decreased mostly due to the decrease of students on the campuses. The Executive Director expressed her gratitude to these committed students and their institutions for their support.

The third strategic core area discussed by the Executive Director was *Online Learning and Technology Integration*. Under this core area, the plan established the objective of publishing at least six (6) articles annually (three per issue) on quality online learning. In fall 2023, a total of two (2) related articles were published in the HOJ vs. seven (7) articles during 2022-2023.

The Executive Director continued her presentation by reporting on the accomplishments of sharing best practices related to the third core area. As she explained, the objective was to share at least three (3) best practices related to online learning annually. The HETS Best Practices Showcase included 21 online learning and technology integration projects vs. 9 presentations in 2022-2023. In addition, Dr. Montalvo informed that, as of December 13, 2023, 154 participants have been registered for the 2024 Best Practices Showcase vs. 125 participants in February 2023. Also, Dr. Montalvo indicated that for the second time HETS published the 2024 Best Practices Showcase Proceedings to showcase the insightful research and work of the presenters.

In regard to the objective of increasing the number of articles submitted for publication in the HOJ by 20% annually, Dr. Montalvo explained that, as of Fall 2023, a total of 6 articles were submitted for publication, compared to 21 as of June 2023. Of these totals, 4 of these articles were approved and published as of fall 2023, compared to 17 as of June 2023. Regarding Google analytics views of the HOJ, at the end of the fall 2023, the Journal achieved more than 4,036 views. An additional 4,034 reported from the EBSCO databases as of fall 2023 vs. 18,674 in June 2023, representing a decrease of 78%.

Other strategies within this core area included the development and delivery of training in online learning and technology integration. Dr. Montalvo pointed out that the objective before the pandemic was to develop a total of eight (8) training sessions, including four (4) face-to-face opportunities and four (4) online sessions, six (6) in Spanish and two (2) in English. The organization

offered one online training in Spanish during the Fall semester, related to basic elements for an effective design in online learning to improve retention, which had 17 registrations from 7 institutions in Puerto Rico.

Also, a series of webinars for faculty members, developed with the support of our expert resources within our member institutions. This series resulted in 4 and 6 free of charge webinars offered in both English and Spanish, respectively in fall 2023 vs. 21 webinars offered in 2022-2023. The webinars reached more than 3,000 participants from 21-member institutions participants, 30 nonmember institutions, 2 international institutions, and 13 organizations vs. more than 5,000 participants from 27 member institutions, 49 non-member institutions, 5 international institutions, and 22 organizations in 2022-2023. Dr. Montalvo emphasized the added value of the expert resources that were able to support HETS during the webinars.

The last activity within this core strategic area discussed by Dr. Montalvo was the HETS Learning Technologies Leadership Academy (H-LTLA), a proposed idea by our chair, Dr. Carlos Morales. This is a professional development program focused on developing the next generation of leaders to serve at HSIs to promote and facilitate the adoption of teaching and learning technologies. A fall edition was announced for November 2023 and three participants were selected to participate versus its edition in English and in Spanish offered in Spring 2023, for a total amount of 21 participants in 2022-2023. Also, Dr. Montalvo mentioned that for the first-time digital badges were granted to all alumni of the HETS Academy.

The Executive Director continued presenting the publication of research reports on distance and online education. As she explained, four (4) research reports have been published and made available online: "*Educación virtual y a distancia en Puerto Rico*", which had four (4) download during this semester; "*Documento de trabajo: teoría y práctica de la educación a distancia en Puerto Rico*", with a total of 16 downloads; "*Lo obvio y lo escondido de la educación a distancia en Puerto Rico*", which had 20 downloads and, the most recently published article, "*El futuro de la educación a distancia en Puerto Rico*", which has been downloaded 24 times. New downloads as fall 2023 was 64 vs. 173 as June 2023 for a total of 2,794 downloads.

Following the report, the Executive Director presented a summary of HETS investments in direct services for the fall 2023, the Consortium has invested \$75,251 in direct services: 31% in Online Resources; 28% in Best Practices and Student Leadership Showcases and event coordination; 19% in Professional Development Events; 13% in the HETS Online Journal; and 9% in activities related to Grants and Outreach efforts. Dr. Montalvo added that total expenses amounted to \$125,454 out of which 63% were related to direct services; 27% to operational activities; and 10% to administrative expenses.

Following, Dr. Montalvo reported on the organization's growth and development status and efforts. She informed that the organization added three (3) new members: one institution, Chesapeake College, and two corporate: Territorium and American Heart Association. Dr. Montalvo also presented a summary of the outreach efforts, focusing on a new strategy in which the Executive Committee members actively participated contacting directly and referring HETS services

and membership to colleagues. As a result of the Member Referral Initiative, 88 institutions were contacted, including former members and prospects in PR, the US and International. The HETS Office followed up on letters from HETS officers, Dean Sunil Gupta, and corporate member referrals.

Dr. Montalvo reported that a 94% retention rate has been achieved, reaching our goal. However, three (3) members were pending to renew their membership (College of Staten Island, Houston Community College, and Lehman College). As a strategy to promote the value of the membership benefits, Membership Services Reports have been prepared, tailored to each institution, as recommended by President Havidan Rodríguez in a previous board meeting.

In terms of outreach, the Executive Committee was engaged in an initiative to keep going these efforts, and Dr. Montalvo visited Kingsborough Community College, Guttman Community College, and met virtually with prospects members like Dewey University, "*Universidad Central de Bayamón*", Chesapeake College, Germana Community College, University of California Riverside, and "*Universidad del Sagrado Corazón*".

The Executive Director also reported that, HETS has been able to maintain adequate controls over costs and expenditures due to the following strategies: in-kind promotion support from members such as the expert resources for webinars and events; promotional designs for HETS events and SLS are done in-house; sponsorships on the raffle prizes for the SLS in exchange for the promotion of their products and services; Bb Collaborate license and hosting for our webinars and workshops; and host Institution office space and utilities as part of the in-kind agreement. The organization also conducted efforts to continue controlling costs and expenditures, as established in its Strategic Plan.

Continuing with internal and external visibility efforts, Dr. Montalvo continues capitalizing on the potential of the Online Journal as a public relations strategy for HETS and its members. As a result, a third edition was published on the Open Editorial platform providing a better browsing experience to its users and editors and more agile process for authors and reviewers. During fall 2023, a total of four (4) articles were published.

Dr. Montalvo shared a brief summary of the use of the web and social media during fall 2023, to increase the visibility of the organization, including social media presence enhanced due to the high number of online webinars held. She indicated that a total of 60 email campaigns were sent, and 7 news articles were published at the HETS website. In addition, Dr. Montalvo indicated the HETS social accounts (Twitter, LinkedIn, Facebook, Instagram and YouTube) results during the fall 2023 in comparison with the academic year 2022-2023. Some of them, like LinkedIn, Facebook, Instagram and YouTube, increased the posts published on each media and the number of impressions which measured the reach of each post.

To conclude, Dr. Montalvo mentioned that internal alliances and liaisons continue with ICANN (HETS is an at-large, certified organization); Internet Society of Puerto Rico; Connect Marketplace;

Banco Popular of Puerto Rico; and The Summ, and also mentioned outreach efforts made to our new partners: American Heart Association, Territorium, and Teach Access during fall 2023.

Dr. Montalvo proceeded with her presentation by reporting revenues collected during fall 2023, through its multiple efforts. Overall, the organization's revenues for this academic year totaled \$251,325. Most of the revenues (78%) were collected through membership dues; followed by workshop registrations (10%), corporate sponsorships and donations (6%); and revenues related to the Best Practices Showcase (6%).

The Status Report concluded with the Executive Director expression of gratitude to the Board for their unconditional support during this fall semester 2023.

Open discussion and Board recommendations

HETS Vice Chair thanked Dr. Montalvo for her presentation and work and invited Board Members to ask questions or share recommendations.

President Tomás Morales from California State University San Bernardino inquired about our next steps for outreach to new institutions. Dr. Montalvo replied that follow up strategies are in progress including coordinating virtual presentations to prospects and inviting them to participate of HETS webinars and events.

Dr. Carmen Lidz of the Los Angeles Community College District proposed adding flyers with the database passcodes to the welcome packets for incoming students. Also, she recommended sending a summary of the emails sent to staff regarding HETS services and opportunities to board members.

HETS Vice Chair thanked board members for their recommendations and adjourned the meeting at 3:00 pm. A ten-minute coffee break followed.

HETS 2023-2024 First Semester, Financial Status Report

HETS Vice Chair, Dr. Rivera moved forward on the agenda and presented Eng. Gladys Nieves, HETS Treasurer, to proceed with the HETS Financial Report, who mentioned that this was a balanced budget as a non-for-profit organization. The Treasurer explained that the financial information included in the report corresponds to the six months period from July 1, 2023, to December 31, 2023. The statements present the HETS Financial Position and the Changes in Net Assets. In addition, a comparative statement of Budget versus Actual results was included for further review and analysis of this period's HETS financial accomplishments.

Statement of Financial Position

HETS total assets amounted to \$255,700 and to \$242,251 as of December 31, 2023, and 2022, respectively or a 5.6% increase. The increase is mostly due to an increase in Accounts Receivable.

Accounts receivable on December 31, 2023, consist of the following:

Membership Dues	\$72,612
Corporate Sponsors	<u>2,000</u>
Total	\$74,612
Less allowance for doubtful accounts	<u>371</u>
Accounts receivable, net	<u>\$74,241</u>

Total current liabilities amounted to \$33,317 and to \$29,809 as of December 31, 2023, and 2022, respectively or an increase of 11.8%. Accounts payable corresponds to HETS' personnel salaries and fringe benefits that will be reimbursed to the Inter American University of PR in January 2024. Accrued expenses correspond to expenses incurred during the month of December.

Statement of Activities

HETS' revenues from its educational activities, memberships, sponsorships and event coordination/Best Practices and Workshop Registration amounted to \$251,325 and \$226,795 for the six months period ending on December 31, 2023, and 2022, respectively or an increase of 10.8%. The increase is mostly attributable to the increase in Membership Dues and Workshop Registration.

HETS' expenses comprised of administrative, direct services and operational expenses amounted to \$125,454 and to \$113,977 for the six months period ending on December 31, 2023, and 2022, respectively or an increase of 10%, mainly on the Operational Expenses. The operational expenses increase is mostly attributable to Marketing and Promo Materials (\$4k), Travel Expenses (\$3k) related to the Best Practices Showcase, and Bad Debts/Write Offs (\$2k) when compared to first semester of fiscal year 2022.

Change in Net Assets for the six months period increased by 12% from \$112,818 as of December 31, 2022, to \$125,871 as of December 31, 2023.

Budget versus Actual Analysis

HETS' six-month period operations results are also presented in comparison to the approved 2023-2024 budget. Both revenues and expenses achievement were 98% and 88%, respectively.

Conclusion

To conclude her report, President Nieves shared that it is important to highlight those expenses continue to be within approved HETS Budget. The report also presented HETS' efforts to provide educational services and maintain adequate controls over costs and expenditure.

Motion to approve the financial status report was presented by President Tomas Morales from California State University, San Bernardino and seconded by President Anthony Munroe from Borough of Manhattan Community College, CUNY.

Collaboration Opportunities Session

Dr. Carlos Vargas, President of Southeast Missouri State University, spoke about past collaborative agreements between EDP University and Borough of Manhattan Community College, CUNY. He also mentioned that it currently has two collaborative agreements, one with the Inter-American University of Puerto Rico and another with the University of the Sacred Heart on bilingual journalism. This agreement seeks to allow Hispanic students to practice in television channels and explore job market opportunities.

Dr. Rafael Ramirez, President of the Inter American University of Puerto Rico, proposed to convene a meeting with the academic and student directors, as well as, with vice presidents to discuss opportunities for collaboration and to maintain the purpose of HETS for the past thirty years.

In addition, Eng. Gladys Nieves, President of EDP University, emphasized the importance of collaborations and the multicultural experiences that students can enjoy.

On the other hand, Dr. Sumaya Villanueva of John Jay College of Criminal Justice mentioned that she is in communication with the University of Puerto Rico, Humacao Campus to bring their students through exchange and student mobility.

Dr. Ramirez pointed out that most universities in Puerto Rico offer housing plans for students. For example, Inter American University has two dorms for students, and they do not have to be a student at the University to stay there.

On the other hand, Carlos Guevara from Hostos Community College mentioned the importance of promoting Digital transformation and Data literacy citizenship. He also indicated that he is part of the Learning Lab at EDUCAUSE, where they created the lab with the purpose of digital learning strategy at higher institutions.

Dr. Christina Irizarry from Eastern Connecticut State University indicated that it would be good to hold meetings with the key contact staff at HETS institutions to propose and discuss study abroad ideas.

Designation of the Nomination Committee

HETS Vice Chair and President & CEO of ICPR Junior College, Dr. Rivera, explained the purpose the Nomination Committee. Its role is to meet virtually to evaluate potential candidates including current eligible officers and explore their availability. After confirming the candidates, availability to serve, they prepare a brief report to present to the Board of Directors, during the June 2024 meeting, with the name of the candidates. Dr. Rivera explained that this year most of the members of the executive committee are in their second term except for her.

Dr. Montalvo explained the requirements and who can apply for a position on the executive committee, and Dr. Rivera asked for volunteers. Dr. Carmen Lidz from Los Angeles Community

College District, Dr. Kristina Harb from New Jersey State University, and Dr. Nereida Díaz from *Universidad Central del Caribe* volunteered and are the members of the Nomination Committee.

Institutional Announcements, New Items, and next meeting dates & host reminder

Dr. Rivera announced that next Board Meeting was proposed to be held in Medellín, Colombia in June 27, 28, 2024. Also, Ms. María Consuelo Moren, General Vice Chancellor at *Universidad Cooperativa de Colombia*, offered a presentation of some cultural areas in Medellín that can be part of the activities during the meeting in this city.

Dr. Tomas Morales from California State San Bernardino presented and motion to approve the dates and place for the summer meeting and Dr. Rafael Ramírez from Inter American University of PR seconded the motion.

Closing Remarks

Dr. Rivera expressed her appreciation for everyone's availability, commitment to student success and their engagement in the discussions.

Meeting adjourned at 4:25 p.m.

HETS Board Meeting, Hybrid meeting Friday, January 12, 2024

The Board Meeting was convened at 10:30 a.m. but began at 10:45 am (EST).

Welcome, greetings & introduction of HETS Board Members

HETS Chair, Dr. Carlos Morales welcomed all Corporate Partners and Board Members. He also apologized for not attending in person and thanked Dr. Rivera for leading the meeting as HETS Vice Chair. Dr. Rivera requested all the representatives to introduce themselves to the Board. All of them proceeded to present their greetings to Board Members. Dr. Rivera thanked all the representatives and invited Dr. Montalvo to present the HETS Services and initiatives Summary Report.

HETS Services and Initiative Summary Report

Dr. Montalvo presented a summary of the status report shared to the Board the day before and thanked all corporate members for their support during the 2023 fall semester.

Partners' Presentations and interests to collaborate with HETS

HETS Vice Chair thanked Dr. Montalvo for her presentation and proceeded to present Mr. Carlos Crespo, executive director of COBIMET that offer a virtually presentation. Dr. Rivera thanked Mr. Crespo for his presentation and proceeded to present Mr. Rolando Méndez, Director of Education at Teach Access, who presented in person. Dr. Rivera thanked Mr. Méndez and presented Mr. Bryan Negrete, Bilingual Marketer and Mr. Wyatt Shomion from CampusCare. Dr. Rivera thanked both for their presentation and presented Ms. Mitzi Cardona, National Program Lead and Portfolio Management from American Heart Association. Dr. Rivera thanked Ms. Cardona and

proceeded to present Jonnathan Falcón, Founder of Prinomo & Co-Producer of The Summ: Students Summit Experience. Mr. Falcón mentioned that Ms. Stephanie Pérez is also co-Producer of The Summ. Both speakers offered a presentation in person about this event and next opportunities for the academic year 2024-2025.

Dr. Olga Rivera thanked all Corporate Members for their presentations and support to HETS and asked the Board if they had questions regarding the Corporate presentations.

Dr. Ghorphade from Albany College of Pharmacy requested information regarding CampusCare, his inquiry included the minimal number of students to receive it and the approximate cost in dollars per student per month to which Mr. Shomion from CampusCare indicated that the prices are estimated depending on the campus, whether it is large, medium or small.

Dr. Ghorpade also asked Rolando Mendez from Teach Access if they had an instructional designer, to which Rolando indicated that they do not, but that they work with a constructor designer who oversees creating the courses. Dr. Ghorphade asked if they had internship opportunities at Teach Access and Rolando indicated that there were internship opportunities for faculty and students.

Dr. Carmen Lidz asked a question to Rolando Mendez from Teach Access if they offered training courses to faculty or the services were only for students, to which Mendez indicated that services are offered to both audiences.

Dr. Harb from New Jersey City University clarified a doubt with Dr. Montalvo about the HETS Student Leadership Showcase in September 2024. Also, Dr. Ramírez, President from Inter American University of Puerto Rico, offered the dorm facilities as an option for lodging for students and faculty attending The Summ and Student Leadership Showcase in September 2024.

President Tom Mills from Hill College indicated that he had several recommendations for the Best Practices Showcase, including that the program information, sessions and speakers be in English and Spanish for the benefit of all.

Final discussion and closing remarks

HETS Vice Chair, Dr. Olga Rivera asked the Board for additional questions or doubts, and appreciated everyone's availability, their commitment to student success and their engagement in the discussions.

HETS Vice Chair, Dr. Rivera adjourned the meeting at 12:20 PM.