

**Postsecondary Technical Education Authority**

**AGENDA**

Kansas Board of Regents

1000 SW Jackson, Suite 520, Topeka, KS

**10:00 AM - Thursday, April 30, 2020**

**CONFERENCE CALL**

**I. CALL TO ORDER**

- A. Approve Previous Minutes (March 26, 2020) Chair Frederick

**II. REPORTS**

- A. Introductions Chair Frederick  
B. Chair's Report Chair Frederick  
C. Member Liaison Reports TEA Members  
D. Vice President for Workforce Development Report Vice President Smathers  
E. Report from the Community Colleges President Trzaska  
F. Report from the Technical Colleges President Genandt

**III. CONSENT AGENDA**

- A. Budget and Finance Committee Committee Chair M. Johnson  
    1) Kansas Nursing Initiative Grant Sr. Director Beene  
    2) FY20 Kansas Innovative Technology Internship Grant Associate Director Brown  
B. Program and Curriculum Committee Committee Chair R. Johnson  
    1) New Program Application  
    2) New Programs: Kansas City Kansas Community College:  
        • Baking (12.0501) – Technical Certificate B/39 credit hour and AAS/61 credit hours  
        • Culinary (12.0505) – AAS/62 credit hours  
    3) Excel in CTE Fees: Kansas City Kansas Community College:  
        • Baking (12.0501) – Technical Certificate B/39 credit hour and AAS/61 credit hours  
        • Culinary (12.0505) – AAS/62 credit hours

**IV. CONSIDERATION OF DISCUSSION AGENDA**

- A. Advocacy and Marketing Committee Committee Chair Estes  
    1) Perkins Outreach Initiatives Sr. Director Beene  
B. Budget and Finance Committee Committee Chair M. Johnson  
    1) Excel in CTE/AO-K Proviso Distributions Vice President Frisbie

**V. OTHER MATTERS**

- A. TEA AY 2021 Calendar Director Henry  
B. TEA Budget Request for FY 2022 Vice President Smathers & Vice President Frisbie  
C. Election of TEA Officers Reminder Vice President Smathers  
D. Review of TEA Goals for 2019-2020 Vice President Smathers  
E. Legislative Update Director Casey

- VI. NEXT MEETING REMINDER** (Thursday, May 28, 2020) Chair Frederick

**VII. ADJOURNMENT**

**PRELIMINARY MINUTES  
KANSAS POSTSECONDARY  
TECHNICAL EDUCATION AUTHORITY  
MEETING**

A virtual meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held via conference call on March 26, 2020.

**Members Present**

Ray Frederick Jr., Chair  
Jason Cox  
Rita Johnson  
Mike Johnson  
Debra Mikulka  
Mike Beene  
Stacy Smith

Mark Hess  
Eddie Estes  
Tiffany Anderson

**Others Represented**

Barton Community College  
Seward Community College  
Salina Area Technical College  
Heather Morgan (KACCT)  
Coffeyville Community College  
Kansas City Kansas Community College  
Manhattan Area Technical College  
Garden City Community College  
Dodge City Community College

**Kansas Board of Regents Staff Present**

Scott Smathers  
Connie Beene  
April Henry  
Chris Lemon  
Vera Brown  
Tobias Wood  
Erin Guardiola  
Susan Henry  
Charmine Chambers  
Elaine Frisbie

**CALL TO ORDER**

The meeting was called to order by Chair Frederick at 10:00 AM. Chair Frederick called for a roll call of members participating in the virtual meeting. Chair Frederick read the guidelines for conducting virtual meetings as provided by KBOR legal staff. Vice President Smathers noted to Chair Frederick to amend the meeting Agenda to include approval of the March 6, 2020 special meeting minutes.

**Approval of Previous Minutes**

Member R. Johnson noted to Chair Frederick that on the minutes of the February 27, 2020 meeting there was a typographical error on page six under Cowley Community College. The sentence “remove the tools fees in the Automotive Service Tech program” is repeated, one of which should be removed.

**Motion:** Member Anderson moved to approve the minutes of the February 27, 2020 and March 6, 2020 meetings, with correction of the typographical error noted by Member R. Johnson on page 6 of the minutes from the February 27, 2020 meeting. Following a second by Member Estes, by member roll call the motion carried.

## **REPORTS**

### Introductions

None.

### Chair's Report

Chair Frederick reported that he visited Coffeyville Community College and toured their Columbus campus.

### Member Liaison Reports

Member Estes reported that the April 1, 2020 multi-school event at Garden City Community College with the Army National Guard and a Blackhawk helicopter was unfortunately cancelled.

Member Beene reported that there are multiple agency websites addressing COVID-19 resources and that the Department of Commerce received information from the federal government regarding Phase III relief bill for small business and unemployment insurance claims. He reported that unemployment claims have had the largest spike in history with over 11,000 claims to date and those numbers are climbing. He informed members that job openings in essential industries will be posted through social media and both the Kansas Works and Department of Commerce websites.

Member Anderson reported that the Topeka Public Schools website now has a COVID-19 resources link with a continuous learning plan, including CTE and secondary resources and curriculum. She reported that TPD K-12 students have all been issued computers to begin virtual learning beginning March 30th, T-CALC engineering program students are working on creating masks in answer to the shortage of masks, and the CTE curriculum has been re-written to be completely virtual and materials delivered to students to keep them engaged.

### Vice President for Workforce Development Report

Chair Frederick called on Vice President Smathers to provide Members with a Workforce Development report. Vice President Smathers reported KBOR staff has been working remotely since March 16, 2020. He reported that the Pathways to Careers public hearing will now be held remotely in early April, staff has participated in a number of Perkins, Adult Education, and OCR rules and regulations web meetings, staff has received Perkins and Adult Education allocation notices to review and share, and the Adult Education RFP responses will be reviewed. He informed members he was asked to attend the US Chamber of Commerce Talent Pipeline Management Program Review meeting in Washington, DC in early March, and he and President Flanders attended the Phi Theta Kappa luncheon hosted by the KACCT. He participated in a call with ITC Holdings, which does transmission lines work, seeking to work with businesses to create short job description videos for a snapshot for students. They are willing to fund those efforts when we move forward in near future with normal operations. Vice President Smathers reported that while staff

continues to work on extraordinary costs for cost model, the disruption for the institutions requires allowing more time to collect data, with a tentative timeframe to complete this summer.

#### Report from the Community Colleges

Chair Frederick called upon Seward County Community College President Trzaska to provide members with a report from the community colleges.

#### Report from the Technical Colleges

Chair Frederick called upon Manhattan Area Technical College President Genandt to provide members with a report from the technical colleges.

### **CONSENT AGENDA**

#### Budget and Finance Committee

#### State Innovative Technology Grant Policy Change

Chair Frederick called for a motion to approve.

**Motion:** Member M. Johnson moved to approve the Consent Agenda. Following a second by Member Mikulka, the motion carried.

### **OTHER MATTERS**

#### Election of Officers

Chair Frederick called on Vice President Smathers to share information regarding the upcoming TEA officer elections. Vice President Smathers informed members that the election for next year's TEA Chair and Vice Chair will be held at the May meeting. He invited input from members on their willingness to serve as an officer or recommend others for the positions.

#### Excel in CTE Fee Review

Chair Frederick thanked members and staff for their work on the completion of phase one of the Excel in CTE fee review process with approvals for fees that met the agreed upon criteria. He informed members that he has asked Member M. Johnson to have the Budget and Finance committee conduct additional review of the fees as there were additional questions and disparities among institutions. He assigned committee members Beene, Cox and Hess, along with himself, to continue with phase two of the review of the fees with KBOR staff.

#### TEA Budget Request for FY2022

Chair Frederick called on Vice President Smathers to provide information on the FY2022 TEA Budget Request. Every year the TEA is asked to recommend funding requests from the Legislature for the upcoming year's budget. Vice President Smathers requested input from members on what information the TEA would like to see to aid in their decision making for review at the April TEA meeting, with a final recommendation voted on during the May 2020 TEA meeting.

#### 2020-2021 Excel in CTE Qualifying Credentials

Chair Frederick called on Associate Director Chambers to present information regarding the 2020-2021 Excel in CTE Qualifying Credentials. Associate Director Chambers informed members that the list of

credentials qualifying for the incentive program is developed by the Kansas Department of Labor (KDOL) in consultation with KBOR and the Kansas State Department of Education (KSDE) based on the following criteria:

- Occupations must appear on the high demand/high wage occupations list and have an overall demand score between 10 and 30 using the metric developed by KDOL based on job vacancy, short-term job projections, long-term job projections, and wage data.
- Wages for the occupation must be at least 70 percent (\$31,694) of the average annual wage in Kansas (\$45,277 – 2019 Wage Survey, for year 2018) or, if the occupation does not meet the wage criteria, the credential for the occupation must be a stackable credential and required for the next occupation level.
- The education level for the occupation requires at least a high school diploma as designated by KDOL.
- Occupations must have an associated, occupationally specific industry-recognized credential (certification or license).
- Courses leading to that certification/license are available to high school students.
- The certification/licensure is attainable by a high school student within six months of high school graduation or before.

Associate Director Chambers informed members that for AY2020-2021, the following occupations are on the 2020 Phase-Out Occupation list; Automotive Body and Related Repairers under SOC code 49-3021, and Telecommunications Equipment Installers and Repairers under SOC code 49-2022. Certifications for these programs must be earned by December 2020 to be eligible for incentive/reimbursement funding. Farm Equipment Mechanics under SOC code 49-3041 is included on the 2021 Phase-Out Occupation list, and certifications must be earned prior to December 2021 to be eligible for the incentive funding. The qualifying credentials list does not limit any program eligibility for the SB 155 tuition reimbursement or Carl D. Perkins funding.

**Motion:** Member R. Johnson moved to approve the 2020-2021 Excel in CTE Qualifying Credentials as presented and to forward to KBOR for approval. Following a second by Member Hess, the motion carried.

#### Excel in CTE Special Collection #2 and Legislative Budget Update

Chair Frederick called on Vice President Frisbie to provide members with information regarding the Excel in CTE Special Collection #2 and Legislative Budget update. Vice President Frisbie informed members that due to the COVID-19 pandemic, the special data collection #2 for enrollment data for Excel in CTE, the AOK Proviso and GED Accelerator, that was to run from 3/2/2020 to 5/1/2020, has been cancelled. Currently KBOR staff is reviewing for the best methodology for allocation of funds using the data currently available, which will be presented to members for approval at the April 30, 2020 TEA meeting. She explained that funds for AY20 will be reconciled with the AY21 data collection in the Fall. She reminded members that the Legislature approved to add \$4.5 million to the current year's funding.

Vice President Frisbie provided members with a trend table for FY16 – to FY21 for all state programs that run through KBOR for funding for the two-year institutions. She pointed out that since FY16 to FY21 there is an increase of \$22 million, most of which, or approximately \$17.4 million is for Excel in CTE funding, so remaining state aid to the two-year institutions over this time period has grown only by \$5 million. She offered that in review of tiered and non-tiered funding, the TEA may wish to advocate with KBOR for FY22 to see increases in state investment. She pointed out that capital outlay for equipment to the two-year institutions has been the same since the 1970's and so this may be an area that the TEA should consider in their requests for line item increases.

**NEXT MEETING REMINDER**

Chair Frederick reminded members that the next TEA meeting will be held by conference call on April 30, 2020 at 10:00 AM.

**ADJOURNMENT**

**Motion:** Member M. Johnson moved to adjourn the meeting. Following a second by Member Cox the motion carried, and Chair Frederick adjourned the meeting at 10:53 A.M.

Respectfully submitted by:  
Susan Henry, Executive Assistant

## Kansas Nursing Initiative Grant

### Summary

*On an annual basis, the Kansas Legislature appropriates approximately \$1.7 million to support accredited nursing programs. Institutions submit applications to support nursing faculty and purchase supplies, while focusing on student success.*

4/30/2020

### Background

The following eligibility criteria are utilized for nursing programs:

- Approved by the Kansas Board of Nursing and nationally accredited
- Most recent 3-year average NCLEX test scores at or above the 3-year national average
- Documented articulation of one of the following: RN to BSN, BSN to MSN, MSN to DNP

In an effort to assist those programs not meeting the above criteria, a portion of funds is set aside for “alternative applications” for programs to:

- Application A: Obtain national accreditation
- Application B: Improve NCLEX scores to a minimum of 3-year national average

*Grants are awarded on a yearly basis which allows institutions to address deficiencies and receive additional funding in subsequent years. In addition, the grant provides support for statewide nursing professional development events and may reflect a carryover or return of unspent funds from the previous year.*

### Response to Request for Proposals

A total of 26 proposals were received; 15 from two-year institutions and 11 from four-year institutions. Of the 26 proposals, 5 applied for the set aside as they did not meet the NCLEX minimum score requirement.

### Proposal Review

A team consisting of KBOR staff in the Workforce Development and Academic Affairs units along with Kansas Board of Nursing staff reviewed the proposals and recommends the following awards:

| Institution   | Award         |
|---|---------------|
| <b><i>Application B - NCLEX score improvement</i></b> |               |
| Colby Community College                               | \$ 57,465.00  |
| Kansas City Kansas Community College                  | \$ 27,400.00  |
| Kansas Wesleyan University                            | \$ 46,921.00  |
| Neosho County Community College                       | \$ 53,745.00  |
| Seward County Community College                       | \$ 40,274.00  |
| <b><i>Full Application</i></b>                        |               |
| Baker University                                      | \$ 40,454.00  |
| Barton Community College                              | \$ 62,000.00  |
| Butler Community College                              | \$ 28,900.00  |
| Cloud County Community College                        | \$ 18,011.00  |
| Dodge City Community College                          | \$ 30,000.00  |
| Emporia State University                              | \$ 173,830.00 |
| Fort Hays State University                            | \$ 177,448.00 |

|  |                 |
|--|-----------------|
| Fort Scott Community College           | \$ 43,105.00    |
| Garden City Community College          | \$ 32,022.00    |
| Hesston College                        | \$ 24,142.00    |
| Hutchinson Community College           | \$ 9,000.00     |
| Johnson County Community College       | \$ 73,142.00    |
| University of Kansas                   | \$ 231,714.00   |
| Labette Community College              | \$ 58,902.00    |
| Manhattan Area Technical College       | \$ 72,986.00    |
| MidAmerica Nazarene University         | \$ 9,000.00     |
| North Central Kansas Technical College | \$ 41,221.00    |
| Pittsburg State University             | \$ 224,230.00   |
| University of St. Mary                 | \$ 87,622.00    |
| Washburn University                    | \$ 163,060.00   |
| Wichita State University               | \$ 67,300.00    |
|  |                 |
| Total Awarded                          | \$ 1,893,894.00 |

**Summary of the FY21 Nursing Grant Proposals:**

**Application B - NCLEX score improvement**

**Colby Community College** is requesting funds to support a new faculty member’s salary, faculty professional development, new curriculum development, and student support services in the form of Assessment Technologies Institute (ATI) services and tutoring.

**Kansas City Kansas Community College** plans to use the grant funds to support the development of the new concept-based curriculum by employing an expert curriculum consultant.

**Kansas Wesleyan University** is proposing salary support for new nursing instructors, a 2% salary increase for their nursing faculty, and professional development for faculty, which includes simulation training.

**Neosho County Community College** plans to provide extensive professional development to nursing faculty through ATI faculty coaching, NurseTim Next Generation Learning, and National League of Nursing (NLN) coaching. Students will receive support services, such as cumulative RN Comprehensive Assessment exam and a live onsite NCLEX review through ATI.

**Seward County Community College’s** application includes activities such as a new faculty position with a focus on simulation, professional development for faculty as well as ATI test prep services for students.

**Full Application**

**Baker University** proposes to utilize the grant funds to establish a faculty mentorship program, provide professional development to faculty, and purchase a high-fidelity simulator for the program.

**Barton Community College** is requesting faculty professional development, a consultant for accreditation site visit, and a nursing simulator.

**Butler Community College’s** application includes faculty conference attendance and other professional training, services of a curriculum consultant, and purchase of consumable laboratory supplies.



**Cloud County Community College** plans to provide faculty development opportunities, support student success through ATI/VATI prep for NCLEX-RN and Shadow Health Assessment Module, and purchase simulator phlebotomy arms along with consumable lab supplies.

**Dodge City Community College** plans to expend the grant funds on a purchase of a state-of-the-art pediatric simulator for the use in their simulation lab.

**Emporia State University** plans to expend the Nursing Initiative grant funds on salaries for new faculty members, simulation training for faculty, prescriptive support services for at-risk students, ATI virtual reality clinical simulation program for NCLEX preparation, and consumable laboratory supplies.

**Fort Hays State University** is requesting funds for professional development and simulation training of faculty, BSN and DNP curriculum development, employment of remediation coaches, DNP national certification review services, purchase of consumable lab supplies, and simulation equipment.

**Fort Scott Community College** plans to bring in speakers for training of faculty and to provide opportunities to attend conferences. Student success will be supported by administering Health Education Systems Incorporated (HESI) prescriptive exams and on-campus speakers. The college will also purchase consumable lab supplies as well as a nursing simulator.

**Garden City Community College** is requesting to purchase an industry-standard medication dose system and demo dose medication supplies for their program.

**Hesston College** is requesting a purchase of a mother/newborn simulator manikin for the use in their simulation lab.

**Hutchinson Community College** plans to provide student support services through video skills case studies, pharmacology made easy study program, and dosage calculations study program.

**Johnson County Community College's** application includes faculty simulation training and support, faculty professional development through conference participation, and faculty release time for curriculum development. The program will also purchase a nursing simulation manikin for enhanced student learning.

**University of Kansas Medical Center** is requesting funds for multiple new faculty positions for their Kansas City and Salina campuses, professional development opportunities for faculty, supplemental instruction in pharmacology and pathopsychology as well as ATI customized live review sessions for students. KUMC will also purchase consumable supplies for their labs and a Nursing Anne simulator.

**Labette Community College's** application includes activities such as faculty conference participation, student success support services through Next Gen Learning and Student Legal Healthcare Professional Seminar. The program plans to purchase consumable lab supplies and a pediatric simulator, for which the faculty will receive the necessary simulation training.

**Manhattan Area Technical College** is proposing to expend grant funds on Accreditation Commission for Education in Nursing (ACEN) conference/workshop, and services of a self-study consultant. Student success will be supported by providing virtual simulation and medication administration software to students. Consumable lab supplies and low fidelity manikins will be purchased for the program.

**MidAmerica Nazarene University** is requesting funds to provide professional development opportunities to nursing faculty.

**North Central Kansas Technical College's** application includes faculty professional development activities through KeithRN and NurseTim subscriptions along with attendance of nursing conferences and a purchase of a pediatric simulator.

**Pittsburg State University** is proposing to use the funds for hiring new nursing faculty members, providing professional development, and accessing to NurseTim subscription service. Students will receive Live Review Course and ATI Real Life clinical reasoning scenarios. The program will also purchase consumable supplies and an adult tetherless HAL simulator.

**University of St. Mary** is proposing an addition of a new faculty member, professional development for faculty, subscriptions to NurseTim and NLN, a Fitzgerald review course for students, and purchase of consumable supplies as well as a birthing simulator manikin.

**Washburn University's** proposal includes conference attendance for faculty, faculty-led student support and tutor services for students, online simulated testing services for students, and purchase of a birthing simulator.

**Wichita State University** requested salary support for new faculty and clinical instructors, professional development for faculty, and purchase of consumable supplies.

### **Recommendation**

The TEA Budget and Finance Committee approved the awards at their meeting on April 23, 2020 and recommends approval by the TEA.

## State Innovative Technology Internship Grant

### Summary

**Purpose:** K.S.A. 74-32,430 established the Kansas Technology Innovation and Internship program to provide funds for start-up support for innovative technical courses or programs in emerging technologies, manufacturing, or areas of skill shortages. These funds are appropriated on an annual basis and awarded to institutions through a competitive grant process.

**Eligible Institutions:** Two-year public postsecondary institutions delivering approved career technical education programs in Kansas. 04/30/2020

### Purpose of the Grant

The State Innovative Technology Internship grant provides career technical education faculty an opportunity to participate in an internship with business and industry partners for the purpose of upgrading knowledge and skills in their profession, vocation, or trade. The business and industry partner provides a 1-1 match, which can be in-kind, cash, or combination of the two.

### Internship Proposal

**Kristen Ball**, Business Program

ScrapsKC, Kansas City, MO

**Kansas City Kansas Community College**

\$3,000

The instructor will receive training in non-profit organization operation. ScrapsKC's operations include an intake, sorting, and warehouse area; a retail store; classrooms for education and maker activities; a kitchen for providing food to the homeless workers; and offices. The skills and knowledge gained will revolve around these operational areas and will allow the instructor to:

- develop office skills working as an administrative assistant in a non-profit organization
- distinguish between an administrative assistant work in a non-profit versus profit organization
- demonstrate the technical and non-technical skills required of employees working in the office, intake, processing, and retail operations of ScrapsKC
- discover the challenges and opportunities for a new entrepreneurial enterprise in the KC metro area
- identify possible job opportunities and internships for students

The skills/knowledge gained will be used to inform classroom instruction and to benefit the students in the Administrative Office Professional program at KCKCC.

The required industry match will be provided by commitment of personnel time for instructor training, use of office space and equipment, and access to facility staff and administration.

### Recommendation:

The TEA Budget and Finance Committee approved the award at their meeting on April 23, 2020 and recommends approval by the TEA.

## Updated New Program Application (CA1) to include Excel in CTE Fee information

### Summary

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval. 4/30/2020*

### Background

On December 19, 2019, representatives from community colleges, technical colleges, and the Board office met to set guidelines for fees associated with Excel in CTE courses and programs. As a result of this meeting, agreed upon allowable fees include items/services students take with them and industry-specific fees required for entrance/acceptance into the program or credentialing.

#### Allowable fees include:

- Uniforms
- Student owned tools/kits
- Personal protective equipment
- Background checks
- Fingerprints
- Drug tests
- E-subscriptions/E-books
- Textbooks
- Certification tests
- Individual liability insurance (e.g. student malpractice)
- Graduation fees (if applicable)
- Transcript fees (if applicable)

#### Unallowable fees include:

- Student fees (general)
- Technology fees
- Health fees
- Consumables and supplies
- Any other fee not on the allowable list

At their February 27, 2020 meeting, the Technical Education Authority (TEA) reviewed all program fees for each of the twenty-six community and technical colleges and recommended approval of the allowable fees as defined at the December 19, 2019 meeting with the caveat that a committee of the TEA will research general student liability insurance fees over the next several months and provide a final recommendation for AY22 (2021-2022).

Since Excel in CTE fee approval will be conducted annually towards the end of each academic year, a concern was raised regarding new programs. Board staff suggested updating the new program paperwork to include Excel in CTE fee information. Attached is an updated New Program Request Form (CA1) and the newly developed Excel in CTE Fee Form (CA-1b).

Since technical programs often request Carl D. Perkins funds, Board staff suggests including the Carl D. Perkins Funding Eligibility Request Form (CA-1c) as a part of the program approval paperwork. This form is not required of every program; however, should be completed if a proposed new program is requesting Perkins funding.

### Recommendation

The TEA Program and Curriculum Committee recommends the adoption of the updated New Program Request Form (CA1), the Excel in CTE Fee Form (CA-1b), and the Carl D. Perkins Funding Eligibility Request Form (CA-1c).

The Committee also recommends the approval of new programs and Excel in CTE Fees be made as separate motions.

# New Program Request Form CA1

## General Information

|  |  |
|--|--|
| Institution submitting proposal  |  |
| Name, title, phone, and email of person submitting the application<br><i>(contact person for the approval process)</i> |  |
| Identify the person responsible for oversight of the proposed program  |  |
| Title of proposed program  |  |
| Proposed suggested Classification of Instructional Program (CIP) Code  |  |
| CIP code description   |  |
| Standard Occupation Code (SOC) associated to the proposed program  |  |
| SOC description  |  |
| Number of credits for the degree <b>and</b> all certificates requested   |  |
| Proposed Date of Initiation  |  |
| Specialty program accrediting agency   |  |
| Industry certification   |  |

Signature of College Official \_\_\_\_\_ Date \_\_\_\_\_

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

## Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

*\*\*Institutions requesting subordinate credentials need only to submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

## Program Description

- Provide a complete catalog description (including program objectives) for the proposed program.
- List and describe the admission **and** graduation requirements for the proposed program.

## Demand for the Program

- Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.
- Show demand from the local community. Provide letters of commitment from **at least three** potential employers, **which state the specific type of support** they will provide to the proposed program.
- Describe/explain any business/industry partnerships specific to the proposed program.  
*If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CA1 materials for review purposes. The agreement will not be published or posted during the comment period.*

## Duplication of Existing Programs

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates existing the system and employed.
- Was collaboration with similar programs pursued:
  - Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

## Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.
- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.
- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seek said accreditation
  - If seeking accreditation, also describe the plan to achieve it

## Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program.

### **Cost and Funding for Proposed Program**

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).
- Provide cost and funding details on the **CA-1a Fiscal Summary form**.
- Provide Excel in CTE fee details on the **CA-1b form**.
- If the program is requesting Perkins funds, provide details on the **CA-1c form**.
- Describe any grants or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.

### **Program Review and Assessment**

- Describe the institution's program review cycle.

### **Program Approval at the Institution Level**

- Provide copies of the minutes at which the new program was approved from the following groups:
  - Program Advisory Committee  
*(including a list of the business and industry members)*
  - Curriculum Committee
  - Governing Board  
*(including a list of all Board members and indicate those in attendance at the approval meeting)*

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368

# KBOR Excel in CTE Fee Summary for Proposed Academic Programs

CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.*  
 Please include all costs charged to **high school students** for the proposed new program.

|                          |  |
|--------------------------|--|
| <b>Program Title:</b>    |  |
| <b>Program CIP Code:</b> |  |

| <i>Please list all fees associated with this program:<br/>Only list costs the institution <b>is</b> charging students.</i> |                   |        |
|--|-------------------|--------|
| Program Fee  | Short Description | Amount |
|  |                   |        |
|  |                   |        |
|  |                   |        |

| <i>Please list all courses within the program and any fees associated to those courses:<br/>Only list costs the institution <b>is</b> charging students. Do not duplicate expenses.</i> |                   |        |
|---|-------------------|--------|
| Course  | Short Description | Amount |
|   |                   |        |
|   |                   |        |
|   |                   |        |
|   |                   |        |

| <i>Please list items the student will need to purchase on their own for this program:<br/>Institution <b>is not</b> charging students these costs, rather students are expected to have these items for the program.</i> |                   |                  |
|--|-------------------|------------------|
| Item   | Short Description | Estimated Amount |
|  |                   |                  |
|  |                   |                  |
|  |                   |                  |
|  |                   |                  |



# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2020)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Carl D. Perkins funding eligibility.

## Program Eligibility

An “eligible recipient” is an eligible institution or consortium of eligible institutions qualified to receive a Perkins allocation.

An “eligible institution” is an institution of higher education that offers CTE programs and will use Perkins funds in support of CTE coursework that leads to technical skill proficiency or a recognized postsecondary credential, including an industry-recognized credential, a certificate, or an associate degree, which does not include a baccalaureate degree.

Any program receiving Perkins funds must be designated as a technical program by KBOR. Definition of a technical program may be found in state statute K.S.A. 72-1802. Criteria adopted by the Board of Regents may be found in their February 20, 2019 meeting packet.

Program Levels:

| Educational Award Level      | Credit Hours |
|------------------------------|--------------|
| SAPP                         | 0-15         |
| Certificate A                | 16-29        |
| Certificate B                | 30-44        |
| Certificate C                | 45-59        |
| Associate of Applied Science | 60-69        |

Stand-Alone Parent Programs (SAPPs) must meet the following criteria:

- Minimum of 8 credit hours
- Minimum of 80% tiered credit hours
- Maintain an average of 6 concentrators over the most recent consecutive 2-year period

Certificates and Associate of Applied Science degrees must meet the following criteria:

- Minimum of 51% tiered credit hours
- Maintain an average of 6 concentrators over the most recent consecutive 2-year period
- Comply with Program Alignment – *if applicable*

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2020)

|   |  |
|---|--|
| Name of Institution   |  |
| Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i> |  |
| Name, title, phone, and email of the Perkins Coordinator  |  |
| Program Name  |  |
| Program CIP Code  |  |
| Educational award levels <u>and</u> credit hours for the proposed request   |  |
| Percentage of tiered credit hours for the educational level of this request   |  |
| Number of concentrators for the educational level   |  |
| Does the program meet program alignment?  |  |
| Justification for conditional approval:<br><i>(this section must reference information found within the Local Needs Assessment)</i>     |  |

Signature of College Official \_\_\_\_\_ Date \_\_\_\_\_

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

## Requests for Degree and Certificate Programs Submitted from Community Colleges and Technical Colleges

### Summary

*The Board office received requests from Kansas City Kansas Community College to offer a Technical Certificate B and Associate of Applied Science in Baking, and an Associate of Applied Science degree in Culinary Arts. The programs submitted addressed all criteria requested and were subject to the 10-day comment period required by policy. The programs were reviewed by staff and are presented for review and discussion by the Technical Education Authority's Program and Curriculum Committee. 4/30/2020*

### Background

Community and technical colleges submit requests for new certificate and degree programs utilizing forms approved by KBOR staff. Criteria addressed during the application process include, but are not limited to, the following: program description, demand for the program, duplication of existing programs, faculty, costs and funding, and program approval at the institution level.

### Description of Proposed Programs:

**Kansas City Kansas Community College** requests approval of the following program:

- Baking (12.0501) – Technical Certificate B/39 credit hours and an Associate of Applied Science degree/61 credit hours

The proposed Baking program prepares individuals to serve as professional bakers and pastry specialists in restaurants or other commercial baking establishments. The program includes instruction in bread and pastry making, bread and pastry handling and storage, cake and pastry decorating, baking industry operations, product packaging and marketing operations, and counter display and service.

Kansas City Kansas Community College (KCKCC) operates a Culinary Arts program that has been in operating since 1975. The proposed program would serve as an additional offering for students interested in the hospitality industry. Upon completion of the program students are eligible for the Servsafe and Controlling Food Service Costs credentials.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for Bakers of 6%, with an annual median wage of \$26,520 (or about \$12.75 per hour) with the typical education needed for entry as no formal education.

The Kansas Department of Labor, Long-term Occupation Projections 2016-2026, indicate a state-wide change of employment for Bakers of 4.7% with an annual median wage of \$24,251 (or about \$11.66 per hour) with the typical education needed for entry as no formal education. Annual openings equate to 220 jobs per year.

Currently, one institution (Johnson County Community College) offers a similar program. According AY18 K-TIP data, the program had 16 concentrators, 13 graduates, and 7 graduates exiting and employed with an average wage of \$27,952 per year.

Collaboration with the existing program was not pursued due to the geographical distance between the programs and the partnership between KCKCC and local K-12 partners.

Three letters of support for the proposed program were received from The Culinary Center of Kansas City, Hollywood Casino, and Fresh Idea Food Service Management. Proposed supports for the program include serving

on the program advisory committee, providing internships, providing apprenticeships, offering mock interviews for students, serving as judges for food competitions, and serving as guest speakers.

KCKCC plans to begin the proposed Baking program in the fall of 2020. The college estimated the cost of the proposed program at approximately \$353,813.80 (\$45,813.80 salaries, \$250,000 equipment, \$5,000 tools and supplies, \$8,000 instructional supplies, and \$50,000 facility modifications). Cheryl Runnebaum, Dean of Career and Technical Education will assume responsibility for the proposed program. All costs for the proposed program will be funded through the institution's local fund, current student fees, donations, and the program agency account.

The proposed program was subject to the 10-day comment period from March 27, 2020 to April 9, 2020, during which no formal comments were received.

### **Recommendation**

The new program request submitted by Kansas City Kansas Community College for Technical Certificate B at 39 credit hours and Associate of Applied Science degree at 61 credit hours in Baking has been reviewed by Technical Education Authority's Program and Curriculum Committee and is recommended for approval.

**Kansas City Kansas Community College** requests approval of the following program:

- Culinary Arts (12.0505) – Associate of Applied Science degree/62 credit hours

The proposed Culinary Arts program prepares individuals to serve under the supervision of chefs and other food service professionals as kitchen support staff and commercial food preparation workers. The program includes instruction in kitchen organization and operations, sanitation and quality control, basic food preparation and cooking skills, kitchen and kitchen equipment maintenance, and quantity food measurement and monitoring.

Kansas City Kansas Community College (KCKCC) currently operates a Culinary Arts program with the only exit point being a technical certificate B at 40 credit hours. The proposed associate degree would allow students to continue their education and complete an associate degree. Upon completion of the program students are eligible to obtain a variety of industry credentials from the National Restaurant Association including ServSafe, Hospitality Management, Purchasing, and Menu Marketing.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for Cooks of 11%, with an annual median wage of \$25,200 (or about \$12.12 per hour).

The Kansas Department of Labor, Long-term Occupation Projections 2016-2026, indicate a state-wide change of employment for Cooks, Institution and Cafeteria of 4.7% with an annual median wage of \$23,190 (or about \$11.15 per hour) with the typical education needed for entry as no formal education. Annual openings equate to 868 jobs per year.

Currently, four institutions offers similar programs. Below are the colleges, programs, total number of concentrators, total number of graduates, total number of graduates exiting the higher education system and employed, and average wage of graduates who exited the higher education system and are employed information from the 2018 K-TIP report.

| 2018 K-TIP Data                        |                             |                          |                      |   |   |
|--|-----------------------------|--------------------------|----------------------|---|---|
| College                                | Program Name                | Total #<br>Concentrators | Total #<br>Graduates | Total #<br>Graduates<br>Exiting &<br>Employed | Average<br>Wage:<br>Graduates<br>Exited &<br>Employed |
| Independence Community College         | Culinary and<br>Hospitality | 7                        | 7                    | *   | *   |
| Kansas City Kansas Community College   | Culinary Arts               | 95                       | 39                   | 20  | \$ 23,719   |
| North Central Kansas Technical College | Culinary Arts               | 6                        | *                    | *   | *   |
| Washburn Institute of Technology       | Culinary Arts               | 24                       | 12                   | 5   | \$ 19,936   |
| Total                                  |                             | 95                       | 39                   | 20  |   |

Collaboration with the existing program was not pursued due to the geographical distance between the programs and the partnership between KCKCC and local K-12 partners.

Three letters of support for the proposed program were received from Compass Group, the Culinary Center of Kansas City, and Hollywood Casino. Proposed supports for the program include serving on the program advisory committee, providing internships, providing apprenticeships, and offering to interview program graduates.

KCKCC has been operating their existing Culinary Arts program since 1975. In 2008, KCKCC and Kansas City Kansas Area Technical College merged, and a building was purchased and renovated to accommodate the culinary program. The current program does receive state funding and is eligible for Perkins funds. The college estimates the cost of providing the existing program is approximately \$370,380 (\$353,380 salaries, \$5,000 tools/supplies, and \$12,000 instructional supplies). Cheryl Runnebaum, Dean of Career and Technical Education will assume responsibility for the proposed program. Salary costs will come local funds and tuition dollars. All other costs were funded through local funds, program agency account, and Perkins.

The proposed program was subject to the 10-day comment period from March 27, 2020 to April 9, 2020, during which no formal comments were received.

### **Recommendation**

The new program request submitted by Kansas City Kansas Community College for an Associate of Applied Science degree at 62 credit hours in Culinary Arts has been reviewed by Technical Education Authority's Program and Curriculum Committee and is recommended for approval.

**KBOR Excel in CTE Fee Summary for Proposed Academic Programs**  
CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.  
Please include all costs charged to **high school students** for the proposed new program.*

|   |                                     |               |
|---|-------------------------------------|---------------|
| <b>Program Title:</b>   | Baking                              |               |
| <b>Program CIP Code:</b>  | 12.0501                             |               |
| <i>Please list all fees associated with this program:<br/>Only list costs the institution <b>is</b> charging students.</i>  |                                     |               |
| <b>Program Fee</b>  | <b>Short Description</b>            | <b>Amount</b> |
|   | Graduation fee                      | \$ 20.00      |
| <i>Please list all courses within the program and any fees associated to those courses:<br/>Only list costs the institution <b>is</b> charging students. Do not duplicate expenses.</i> |                                     |               |
| <b>Course Fee</b>   | <b>Short Description</b>            | <b>Amount</b> |
| BAKE 0100   | Textbook, Workbook                  | \$ 155.00     |
| BAKE 0120   | Uniform, liability insurance        | \$ 228.00     |
| CULN 0200   | Manage First certification          | \$ 36.00      |
| CULN 0205   | ServSafe textbook and certification | \$ 17.00      |
|   |                                     |               |
| Total   |                                     | \$ 456.00     |

|  |                          |                         |
|--|--------------------------|-------------------------|
| <i>Please list items the student will need to purchase on their own for this program:<br/>Institution <b>is not</b> charging students these costs, rather students are expected to have these items for the program.</i> |                          |                         |
| <b>Item</b>  | <b>Short Description</b> | <b>Estimated Amount</b> |
|  |                          |                         |

KBOR Excel in CTE Fee Summary for Proposed Academic Programs  
CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.  
Please include all costs charged to **high school students** for the proposed new program.*

|   |                                     |                  |
|---|-------------------------------------|------------------|
| <b>Program Title:</b>   | Culinary                            |                  |
| <b>Program CIP Code:</b>  | 12.0505                             |                  |
| <i>Please list all fees associated with this program:<br/>Only list costs the institution <b>is</b> charging students.</i>  |                                     |                  |
| <b>Program Fee</b>  | <b>Short Description</b>            | <b>Amount</b>    |
|   | Graduation fee                      | \$ 20.00         |
| <i>Please list all courses within the program and any fees associated to those courses:<br/>Only list costs the institution <b>is</b> charging students. Do not duplicate expenses.</i> |                                     |                  |
| <b>Course Fee</b>   | <b>Short Description</b>            | <b>Amount</b>    |
| CULN 0100   | Textbook, workbook                  | \$ 155.00        |
| CULN 0120   | Uniform, liability insurance        | \$ 228.00        |
| CULN 0170   | Manage First certifications         | \$ 108.00        |
| CULN 0205   | Textbook and ServSafe certification | \$ 17.00         |
|   |                                     |                  |
| <b>Total</b>  |                                     | <b>\$ 528.00</b> |

|  |                          |                         |
|--|--------------------------|-------------------------|
| <i>Please list items the student will need to purchase on their own for this program:<br/>Institution <b>is not</b> charging students these costs, rather students are expected to have these items for the program.</i> |                          |                         |
| <b>Item</b>  | <b>Short Description</b> | <b>Estimated Amount</b> |
|  |                          |                         |

## **Act on Spring Distribution of FY 2020 Appropriations for Technical Education (Excel in Career Technical Education Initiative, AO-K Proviso and Postsecondary Education Performance-Based Incentives Fund)**

### **Summary**

*The Excel in CTE Initiative provides state-financed college tuition for high school students in postsecondary technical education courses for students earning industry-recognized credentials in high-demand occupations. For FY 2020, the Board of Regents has available \$35,076,841 for high school students' postsecondary tiered technical course tuition, and for tuition for adults without a high school diploma or GED who are enrolled in tiered technical courses in designated Accelerating Opportunity: Kansas (AO-K) approved pathways. The Board of Regents also has funds available for the Postsecondary Education Performance-Based Incentives Fund (known as the GED Accelerator initiative). Information is provided on how the amounts were developed. The distributions are contingent upon the Board's assessment of each institution's performance pursuant to the performance agreement process. Board staff recommends allocating the distribution of funds as outlined below.*

### **Background**

K.S.A. 72-3819, known as the Excel in CTE Initiative, provides state-financed college tuition for high school students in postsecondary technical education courses and incentives to school districts for students earning industry-recognized credentials in high-demand occupations. For FY 2020, the Board of Regents has available just under \$35.1 million for high school students' postsecondary tiered technical course tuition and for tuition for adults without a high school diploma or GED who are enrolled in tiered technical courses in designated Accelerating Opportunity: Kansas (AO-K) approved pathways.

Funding for the tuition portion of the Excel in CTE program has been distributed twice a year based on student enrollments submitted to the Kansas Higher Education Data System by the institutions in two separate special data collections. In January 2020, \$18,379,219 was distributed for Excel in CTE, and \$350,188 for AO-K adult tuition based on the Fall 2019 enrollment data collection. With the COVID-19 pandemic declared in March 2020, and the accompanying stay at home orders, there was a sudden and widespread disruption of on-campus activities. From concerns voiced by the colleges, the Office of the Board of Regents decided to cancel the spring enrollment data collection that would have normally formed the basis of the state grant distributions for Spring 2020.

The Board of Regents also administers the Postsecondary Education Performance-Based Incentives Fund (known as the GED Accelerator Initiative). This fund provides incentives to eligible institutions—community colleges, technical colleges and Washburn Institute of Technology—for adults seeking and earning a GED/high school equivalency diploma and/or an identified industry credential while enrolled in an eligible postsecondary technical education program. Eligible institutions can receive \$170 for each adult enrolled in a postsecondary technical program while pursuing a GED/high school equivalency diploma (\$150 of which must be used for the GED/high school equivalency tests), \$500 for each adult earning a GED/high school equivalency diploma, and \$1,000 for each adult earning an identified industry credential while enrolled in an eligible postsecondary technical education program.

### **Recommendation**

Staff have reviewed statistical models using program cost data for the three programs from prior years and from Fall 2019 to guide the Spring 2020 distributions. From these models, staff recommends a linear trend forecast model, which will provide estimated amounts for distributing the Excel in CTE appropriation in FY 2020. The trend data are displayed in graphs, attached to this issue paper.

Amounts for the AO-K program are also calculated based on data submitted from the colleges in Fall 2019, or predicting a 10 percent increase over the prior year, whichever is greater. Amounts recommended for the GED



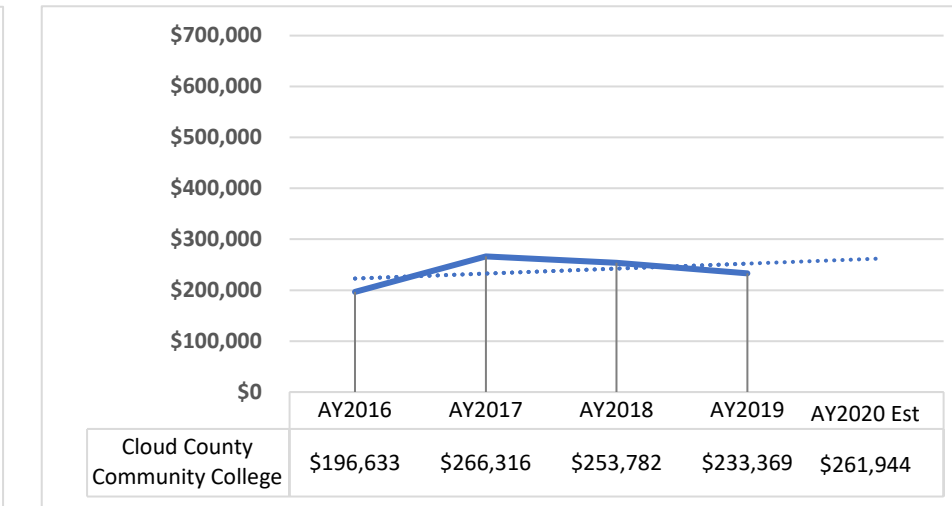
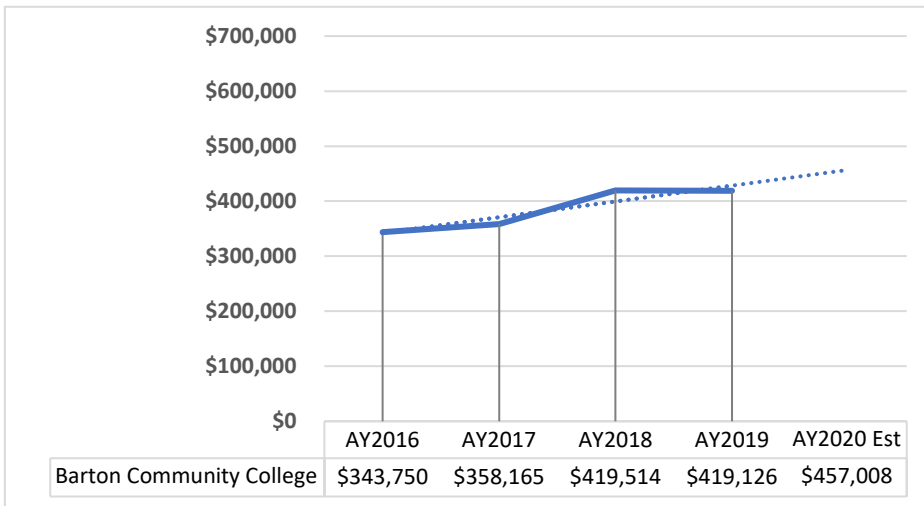
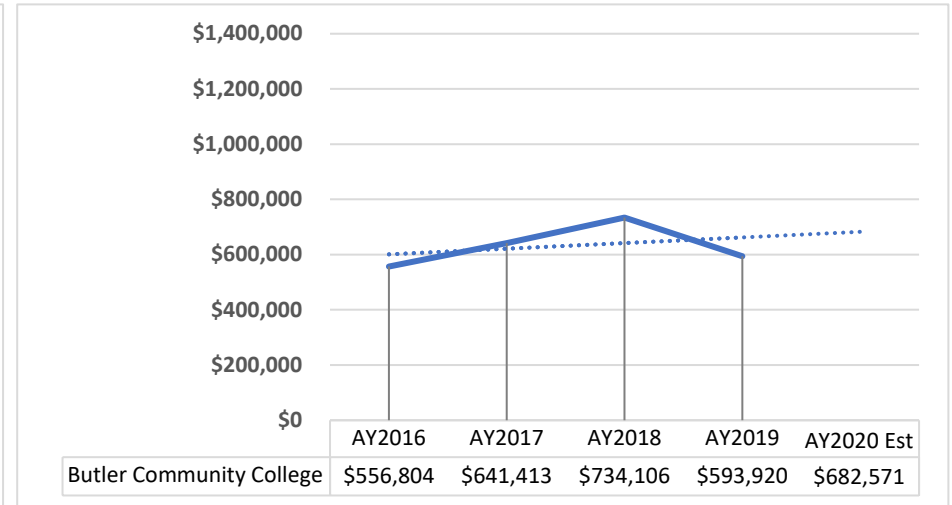
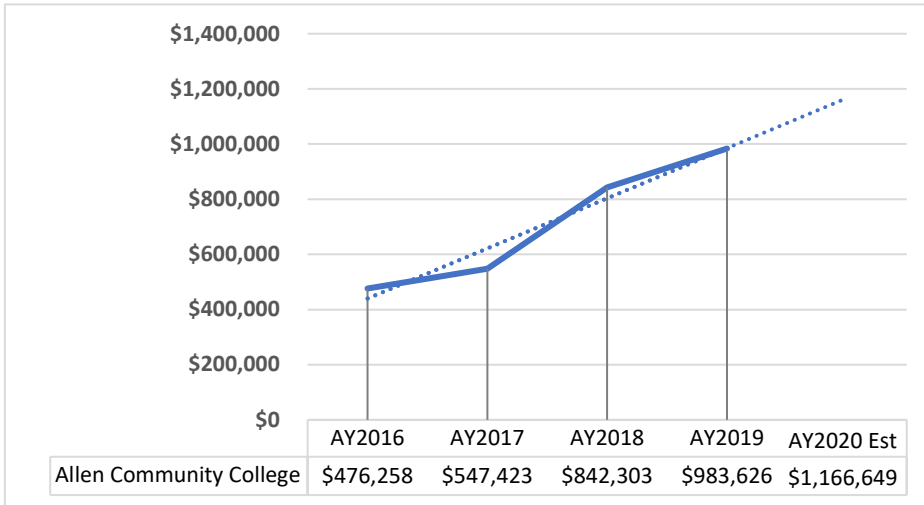
Accelerator reflect data submitted in Fall 2019 and reconciliation data for actual FY 2019 enrollments. There are three colleges that will repay prior year distributions.

In Fall 2020, the colleges will submit, and college presidents will certify, their full Academic Year data collection, which will include participation in the three relevant programs. At that time the FY 2020 amounts will be reconciled to the fall special collection and spring estimates on a college by college basis, within the January 2021 distribution.

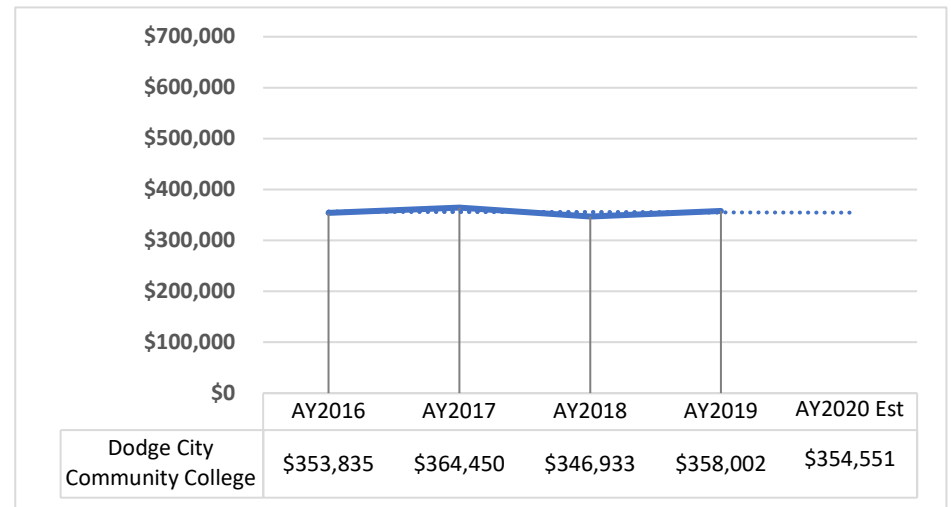
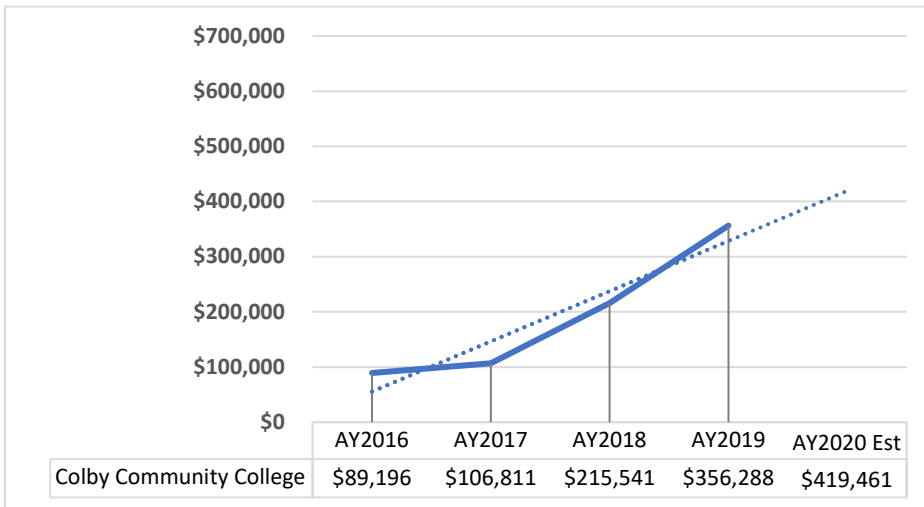
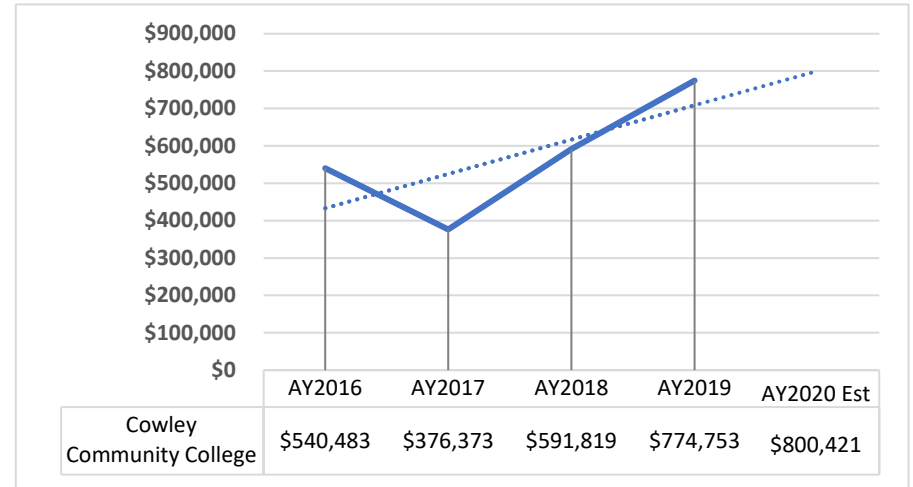
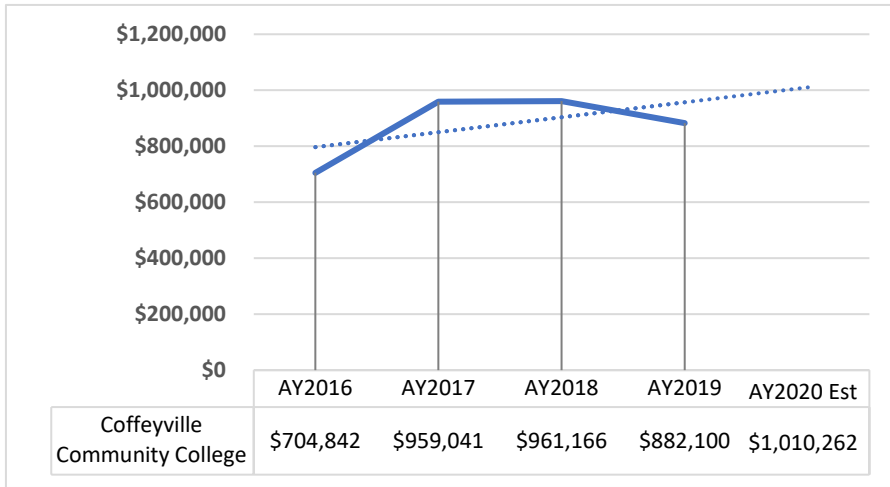
Staff recommends approval of the amounts noted below. The distribution amounts set forth in the following table do not reflect the Board's assessment of each institution's performance pursuant to KSA 74-3202d (e) and thus the actual distribution to an institution, in accordance with the performance agreement process, may be less than the amount set forth in the table for that institution.

| <b>Institution</b>                     | <b>Excel in CTE Initiative</b> | <b>AOK Proviso Adult Tuition</b> | <b>GED Accelerator</b> |
|--|--------------------------------|----------------------------------|------------------------|
| Allen Community College                | \$644,676                      | \$ --                            | \$ --                  |
| Barton Community College               | 239,937                        | 4,497                            | 1,838                  |
| Butler Community College               | 300,629                        | 5,875                            | -228                   |
| Cloud County Community College         | 87,996                         | --                               | --                     |
| Coffeyville Community College          | 525,356                        | --                               | --                     |
| Colby Community College                | 198,414                        | --                               | --                     |
| Cowley Community College               | 378,642                        | --                               | 527                    |
| Dodge City Community College           | 148,085                        | 964                              | --                     |
| Flint Hills Technical College          | 293,826                        | --                               | --                     |
| Fort Scott Community College           | 341,559                        | 14,529                           | -58                    |
| Garden City Community College          | 61,918                         | --                               | 2,697                  |
| Highland Community College             | 969,520                        | 5833                             | 612                    |
| Hutchinson Community College           | 1,703,982                      | 7,072                            | 914                    |
| Independence Community College         | 63,475                         | --                               | --                     |
| Johnson County Community College       | 854,772                        | 14,108                           | 2,361                  |
| Kansas City Kansas Community College   | 1,490,707                      | --                               | --                     |
| Labette Community College              | 109,648                        | --                               | --                     |
| Manhattan Area Technical College       | 53,057                         | --                               | --                     |
| Neosho County Community College        | 487,521                        | 4,409                            | -143                   |
| North Central Kansas Technical College | 154,376                        | --                               | --                     |
| Northwest Kansas Technical College     | 198,255                        | --                               | --                     |
| Pratt Community College                | 199,543                        | --                               | --                     |
| Salina Area Technical College          | 470,769                        | 21,282                           | 1,983                  |
| Seward County Community College        | 342,948                        | 31,328                           | 1,050                  |
| Washburn Institute of Technology       | 2,096,120                      | 142,018                          | 14,782                 |
| WSU Campus of Applied Sci. and Tech.   | 3,397,057                      | 130,685                          | 245                    |
| <b>Total</b>                           | <b>\$15,812,788</b>            | <b>\$382,600</b>                 | <b>\$26,580</b>        |

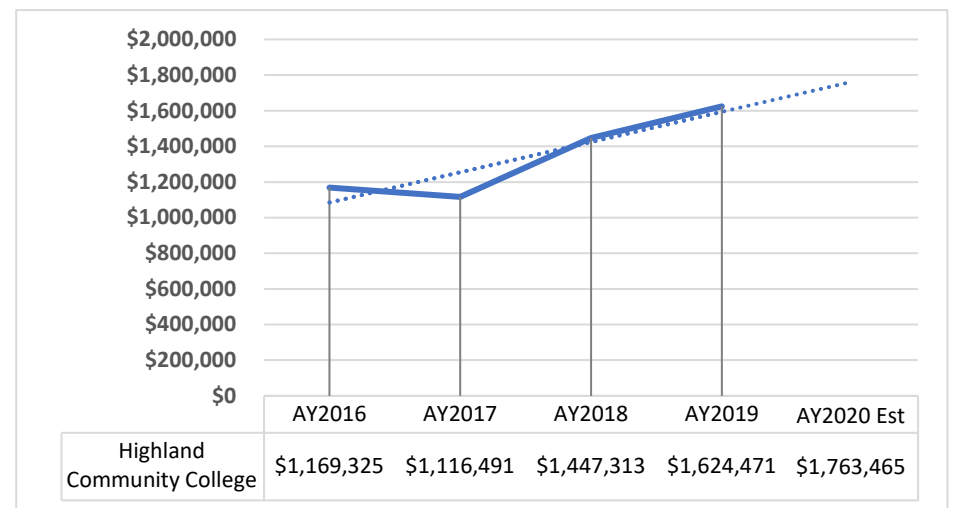
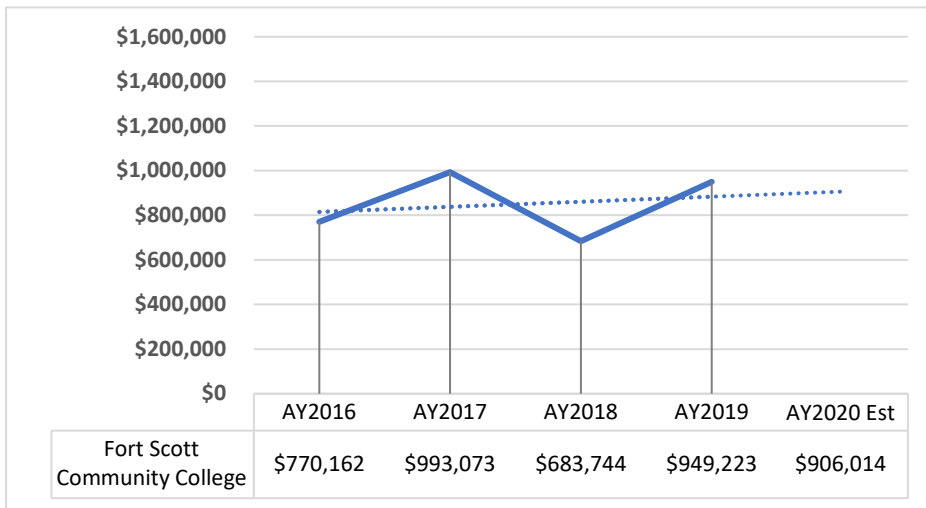
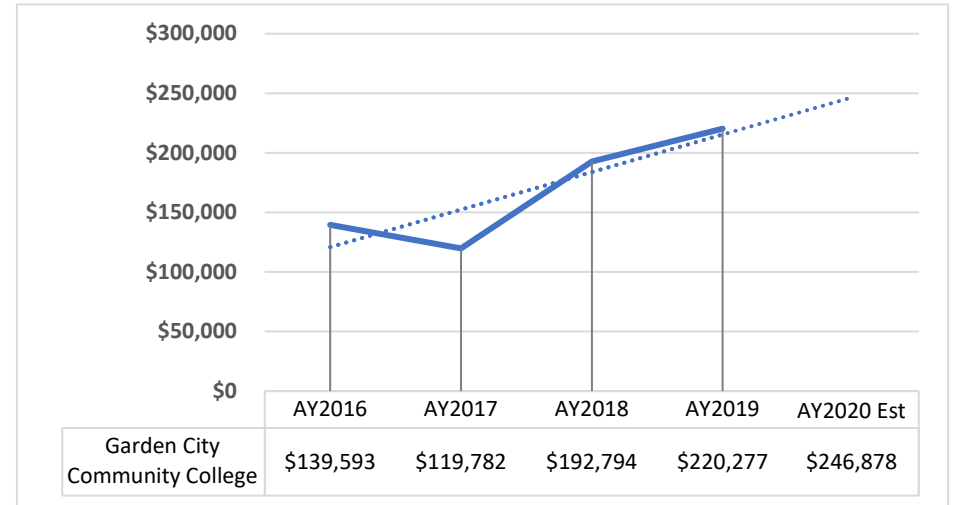
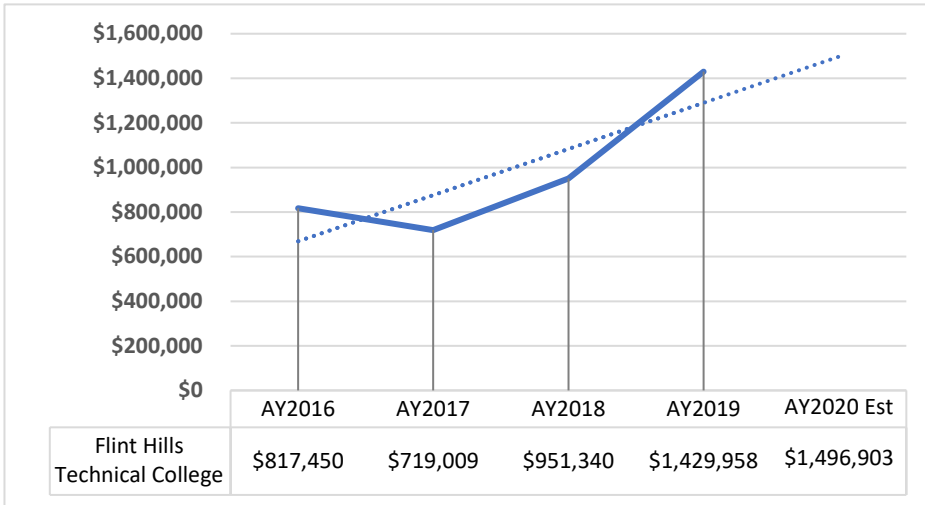
Kansas Board of Regents  
Excel in CTE Estimates for AY 2020  
Model Using Linear Trend Forecast



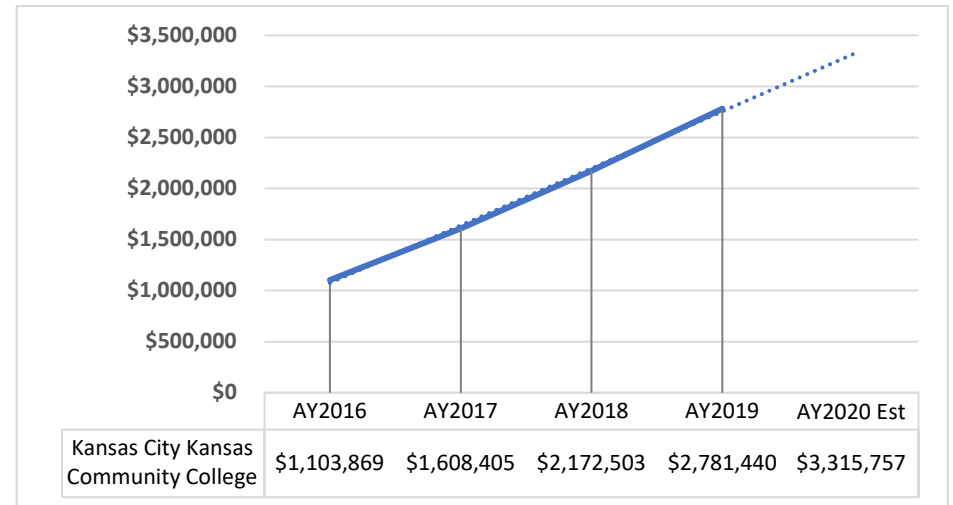
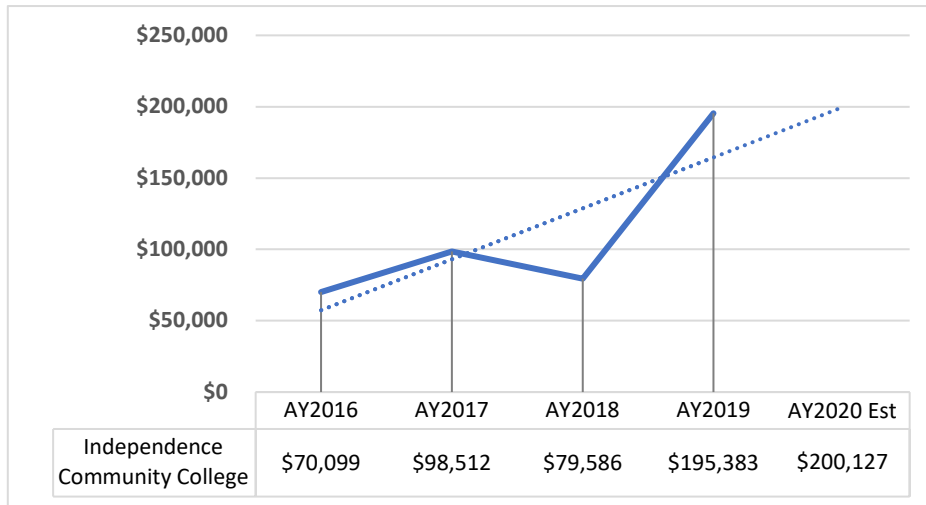
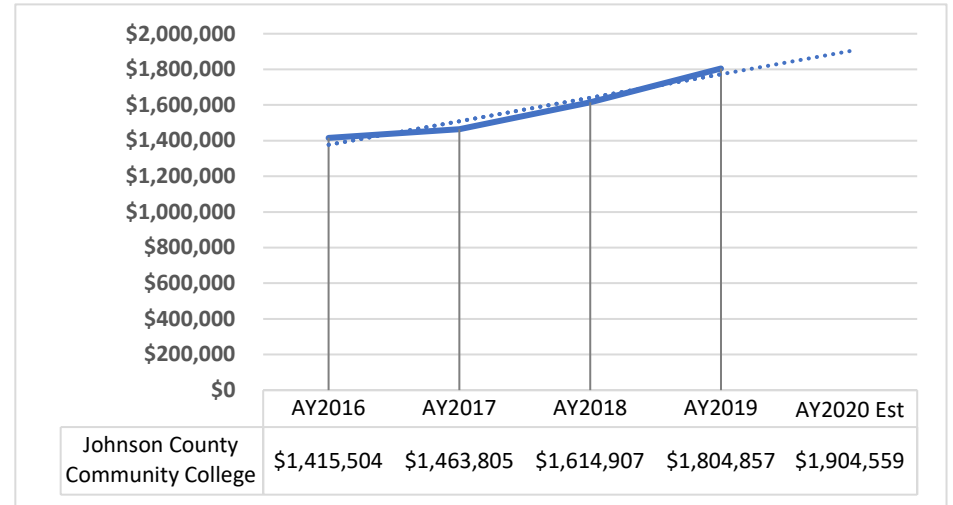
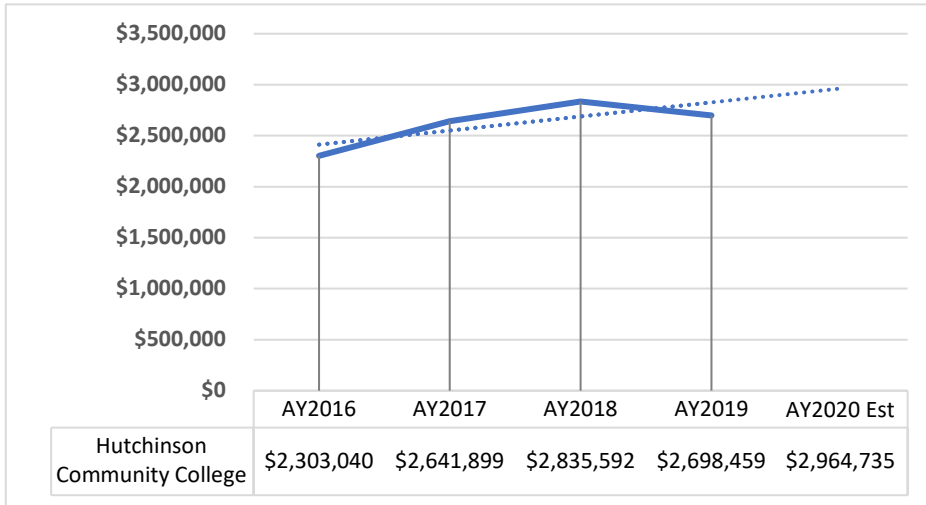
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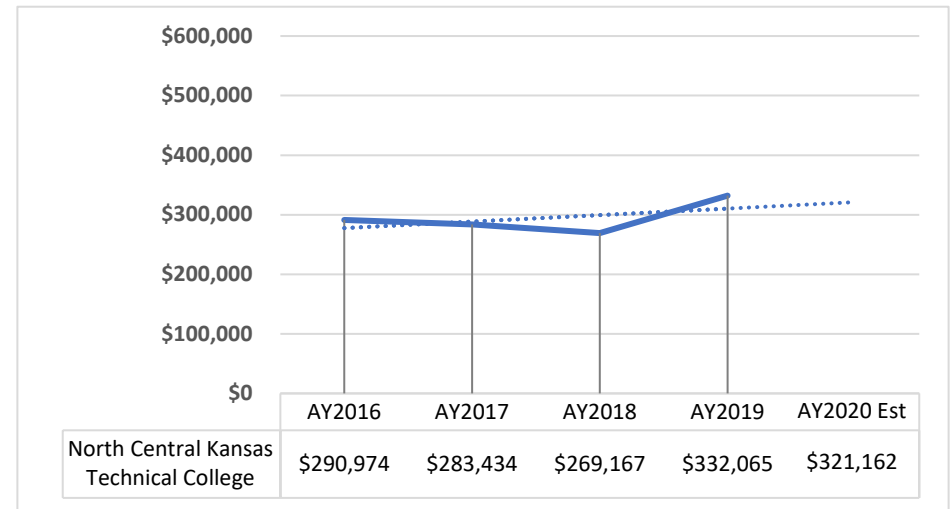
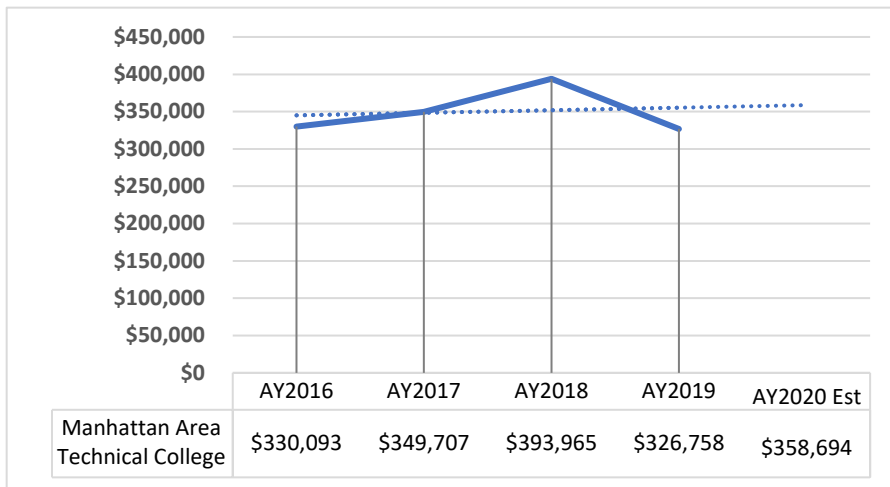
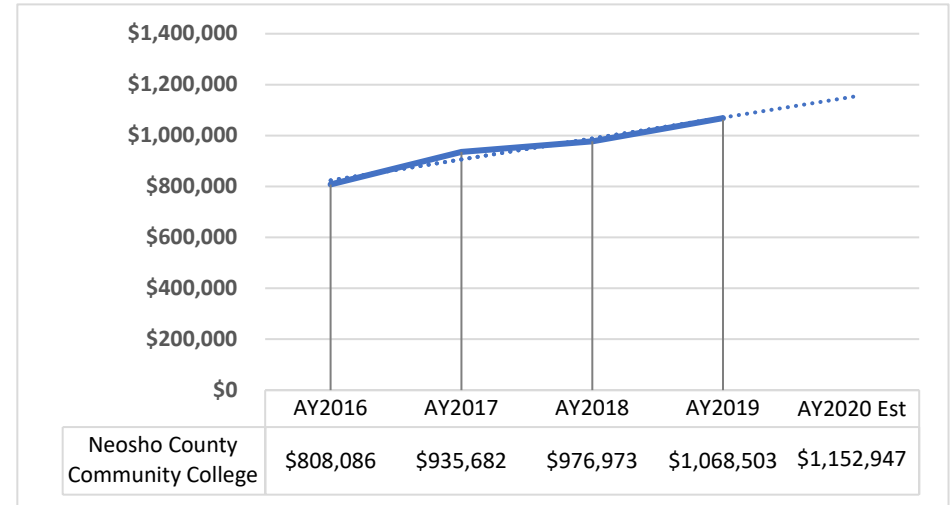
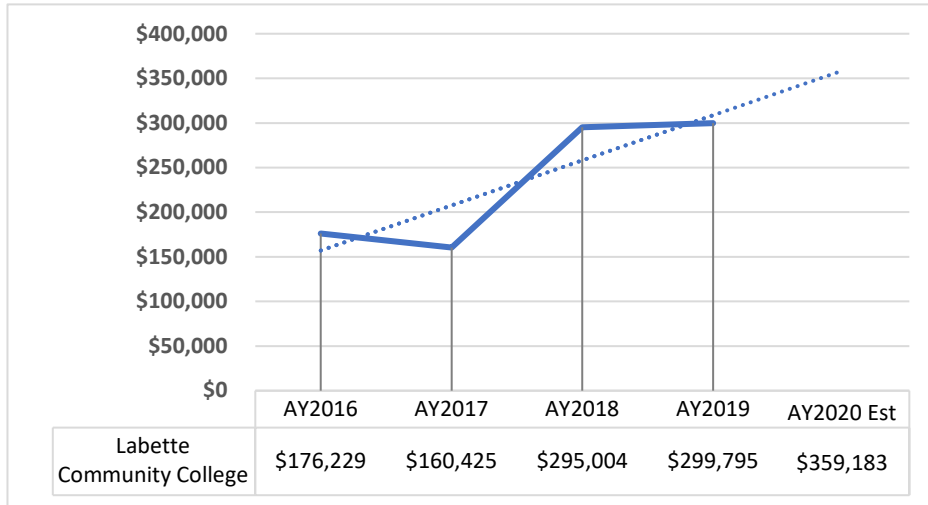
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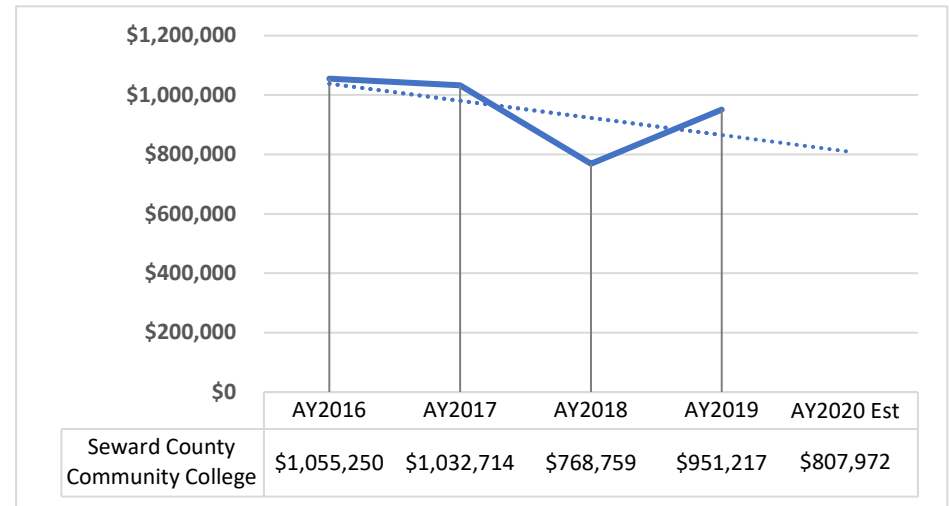
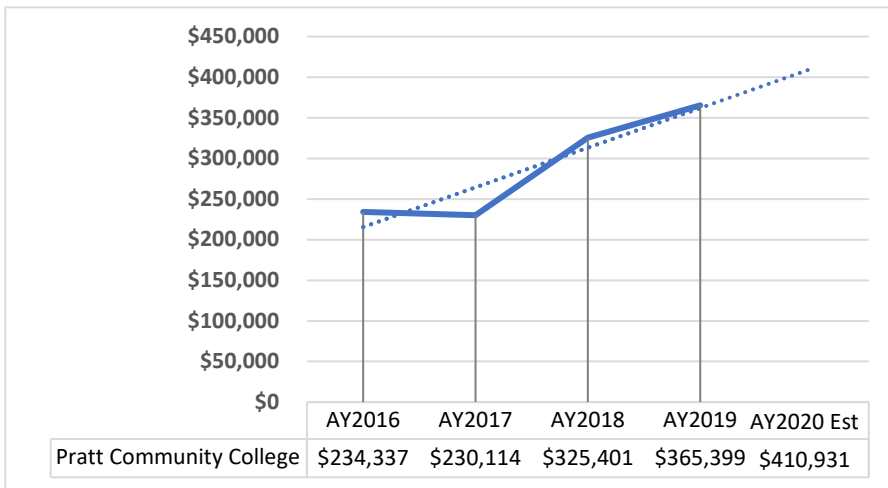
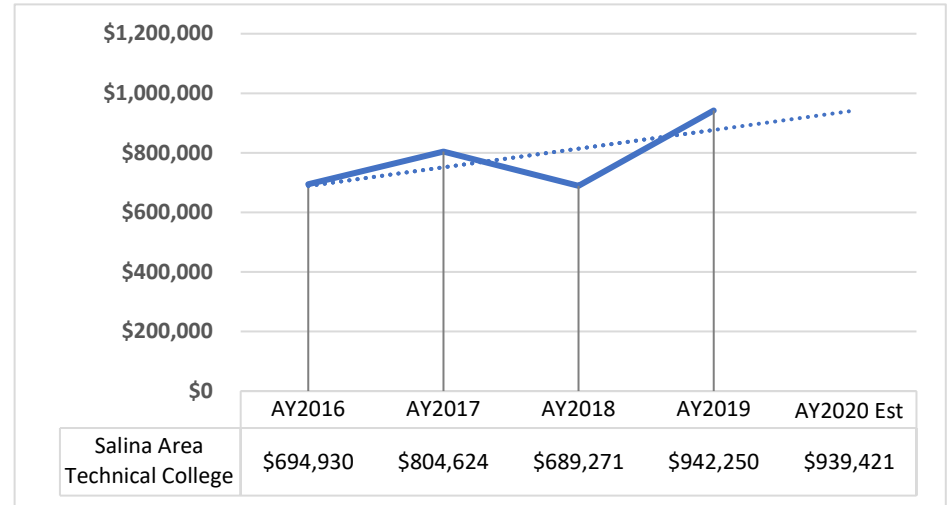
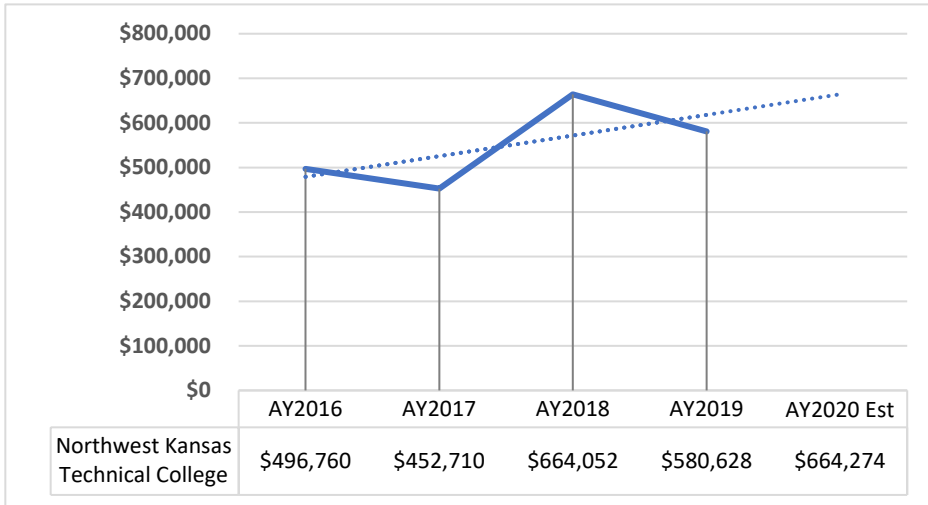
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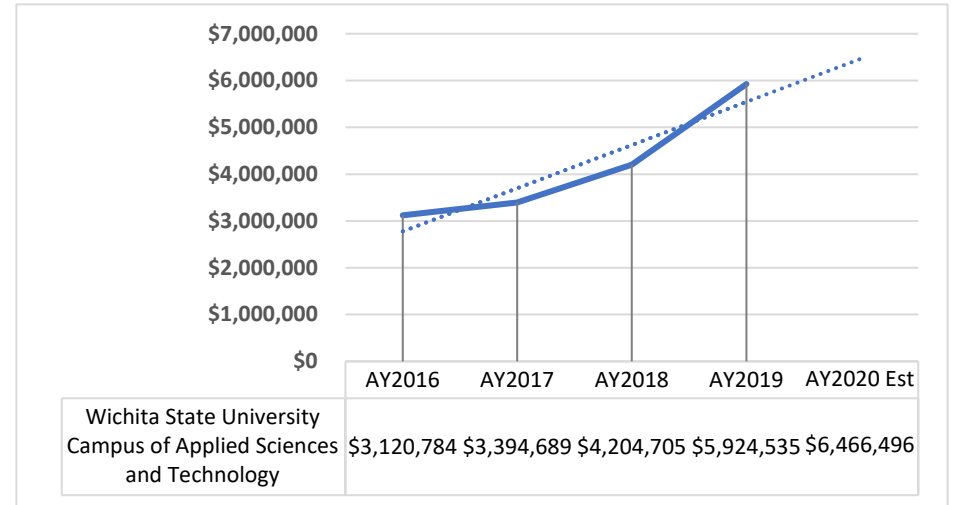
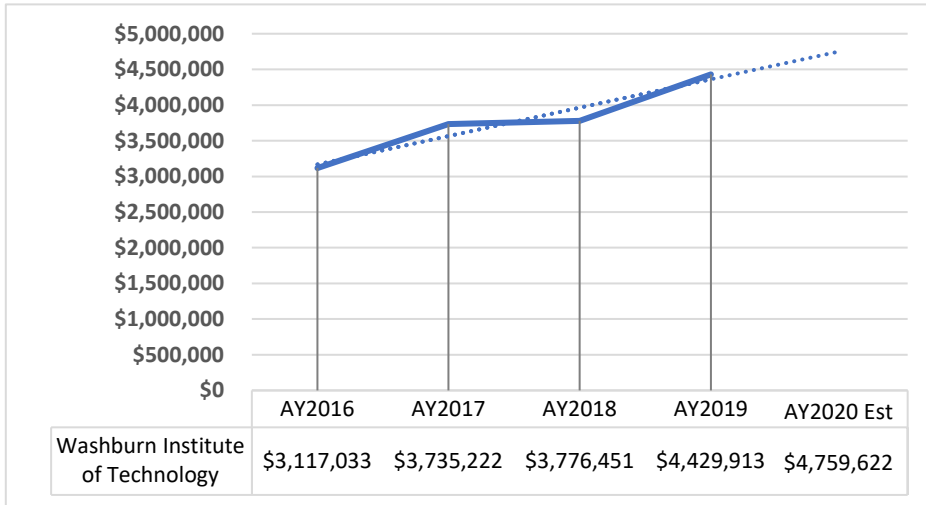
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 Model Using Linear Trend Forecast





# Postsecondary TEA Meeting Dates 2020-2021

Conference number: Please see agenda

Access code: Please see agenda

## TEA Meeting Dates

## Location

*TEA meeting times and locations are subject to change based on the availability of the committee members*

|                              |                               |
|------------------------------|-------------------------------|
| Thursday, August 20, 2020    | KBOR Office, Topeka - 10 a.m. |
| Thursday, September 24, 2020 | Conference Call - 10 a.m.     |
| Thursday, October 29, 2020   | KBOR Office, Topeka - 10 a.m. |
| Thursday, December 10, 2020  | KBOR Office, Topeka - 10 a.m. |
| Wednesday, January 20, 2021  | KS Workforce Summit 10 a.m.   |
| Thursday, February 25, 2021  | Conference Call - 10 a.m.     |
| Thursday, March 25, 2021     | KBOR Office, Topeka - 10 a.m. |
| Thursday, April 29, 2021     | Conference Call - 10 a.m.     |
| Thursday, May 27, 2021       | KBOR Office, Topeka - 10 a.m. |

## Committee Conference Call Meeting Dates

## Location

*Committee meeting times and dates are subject to change based on the availability of the committee members*

| <b>KBOR – Kathy Rupp Conference - Topeka, KS</b> |  |
|--|--|
| Thursday, August 6, 2020                         | <b>Budget/Finance Committee:</b><br>8:30 a.m. to 9:30 a.m.<br><br><b>Advocacy/Marketing Committee:</b><br>2:00 p.m. to 3:00 p.m.<br><br><b>Program/Curriculum Committee:</b><br>3:00 p.m. to 4:30 p.m. |
| Thursday, September 3, 2020                      |  |
| Thursday, October 8, 2020                        |  |
| Thursday, November 12, 2020                      |  |
| Thursday, January 7, 2021                        |  |
| Thursday, February 11, 2021                      |  |
| Thursday, March 11, 2021                         |  |
| Thursday, April 8, 2021                          |  |
| Thursday, May 13, 2021                           |  |

## TEA Budget Request for FY 2022

### Summary

*Every year the TEA is asked to recommend funding requests from the Legislature for the upcoming year's budget. These requests need to be ranked in order of importance and will be considered along with other suggestions from universities, community colleges, technical colleges, KBOR staff, and the Board of Regents itself.*

*4/30/2020*

### Background

During the Board of Regents' retreat each year, the Board discusses what funding requests they should ask the Legislature to consider. The Board of Regents will discuss its FY 2022 unified budget request at their retreat in August. As part of this process, the Board gathers input from various entities to ensure they are considering all requests and to see if there might be a consensus among the groups.

For FY 2021, the TEA recommended to the Board the following allocation assuming a limit in funds of \$13,500,000:

- Excel in CTE \$8.5 million
- Postsecondary tiered technical state aid "gap" \$5,000,000

For FY 2021, the Board focused its unified appropriations request on the following items:

- State Universities Base Funding for Operations \$50,000,000
- Deferred Maintenance of State Buildings on University Campuses \$10,000,000
- Washburn University Mirror the State Universities' Increase \$1,000,000
- Postsecondary Technical Education Authority Excel in CTE Initiative – future enrollment growth \$8,500,000
- Address the postsecondary tiered technical state aid "gap" \$5,000,000
- Kansas Board of Regents Office Need Based Aid for Kansas Students – Kansas Access Partnership \$10,000,000
- Concurrent Enrollment Partnership Pilot Project \$5,610,000
- Outreach to Promote Board of Regents' Strategic Plan, DegreeStats, Military Articulation Portal \$50,000
- Finance Colleges' Participation in the National Community College Cost & Productivity Project \$25,000
- KBOR-Based Coordinator for Apply Kansas \$85,000
- Contingency funding for Excel in CTE \$5,000,000

### Recommendation

The TEA does not need to finalize its Legislative funding request recommendations for the Board until the May 2020 meeting. However, staff recommends that initial discussions occur during the April meeting so questions and priorities can be identified, and a draft proposal created for final TEA review in May.

## **Election of TEA Officers Reminder**

### **Summary**

*This is a reminder that at the May meeting, TEA members annually elect a Chair and Vice-Chair to serve the following year. Should any member have an interest in serving in one of the roles or wish to nominate someone to serve in one of these roles, please let Chair Frederick or Vice President Smathers know.*

*4/30/2020*

### **Background**

The TEA election for next year's Chair and Vice-Chair is scheduled to occur in May so please let Chair Frederick or Vice President Smathers know if you have someone you would like to nominate.

## **Review of TEA Goals for 2019-2020**

### **Summary**

*During the August 29, 2019 Strategy Session, several items were discussed and the following emerged as the TEA goals for 2019-2020. Staff will provide an update on the status of where we are at in meeting the TEA goals.*

*4/30/2020*

### **TEA Goals 2019-2020**

1. Support Board 2019-2020 goals and advocate for all public postsecondary institutions
2. Continue the review of all existing and new programs using updated criteria
3. Enhance the cost model by reviewing the Extraordinary Costs of the programs
4. Support Apprenticeship program model & process development by establishing criteria for how apprenticeships are accounted for and recognized
5. Support development efforts of the new Workforce Innovation and Opportunity Act (WIOA) State Plan
6. Support development efforts of the new Carl D. Perkins (Perkins V) State Plan

### **Committee Focus**

#### **Budget & Finance Committee**

1. Extraordinary Costs review of selected programs
2. Continue Excel in CTE funding review

#### **Advocacy & Marketing Committee**

1. Regular updates from Director Matt Casey regarding legislative activities
2. Develop routine talking points
3. Production of leaflet with KSDE for joint marketing

#### **Technical Program & Curriculum Committee**

1. Continue Program review
2. Apprenticeship program model and process criteria development
3. Continue Program Alignment efforts

### **Board Goals for FY 2020**

1. The Board will hire a new president at Wichita State University.
2. The Board will finalize a new strategic plan for the public higher education system.
3. The Board will develop a strategy for reducing deferred maintenance at state universities.
4. The Board will explore positive pathways to help students who do not meet Qualified Admissions standards achieve success beyond high school.
5. The Board will review the university CEO assessment process.
6. The Board will continue to implement a unified communications and advocacy plan for all sectors of the higher education system.

## **Legislative Update**

### **Summary**

*The Technical Education Authority will receive a brief legislative update.*

*4/30/2020*

### **Intent**

Director Casey will provide an update on the status of the 2020 legislative session and budget.