

**Postsecondary Technical Education Authority**

**AGENDA**

Kansas Board of Regents

1000 SW Jackson, Suite 520, Topeka, KS

**10:00 AM - Thursday, March 26, 2020**

**I. CALL TO ORDER**

- A. Approve Previous Minutes (February 27, 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) State Innovative Technology Grant Policy Change Senior Director Beene

**IV. OTHER MATTERS**

- A. Election of Officers Vice President Smathers  
B. Excel in CTE Fee Review Follow-up Chair Frederick  
C. TEA Budget Request for FY2022 Vice President Smathers  
D. 2020-2021 Excel in CTE Qualifying Credentials Associate Director Chambers  
E. Excel in CTE Collection #2 & Legislative Budget Update Vice President Frisbie

- V. NEXT MEETING REMINDER** (Thursday, April 30, 2020) Chair Frederick

**VI. ADJOURNMENT**

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

The February 27, 2020 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents office, 1000 SW Jackson Street, Suite 520, Topeka, Kansas.

**Members Present**

Ray Frederick Jr., Chair  
Rita Johnson  
Mike Johnson  
Debra Mikulka  
Mike Beene

Delia Garcia  
Mark Hess  
Eddie Estes  
Jason Cox  
Tiffany Anderson

**Others Represented**

Manhattan Area Technical College  
Kansas City Kansas Community College  
Cowley Community College  
Salina Area Technical College  
Coffeyville Community College  
Highland Community College  
Garden City Community College

Hutchinson Community College  
Fort Scott Community College  
Seward Community College  
Washburn Institute of Technology  
Heather Morgan (KACCT)  
Johnson County Community College

**Kansas Board of Regents Staff Present**

Scott Smathers  
Charmine Chambers  
Chris Lemon  
Sue Grosdidier  
Vera Brown  
Susan Henry

Connie Beene  
April Henry  
Lisa Beck  
Eric Tincher  
Tobias Wood  
Erin Guardiola

**CALL TO ORDER**

The meeting was called to order by Chair Frederick at 10:01 AM.

Approval of Previous Minutes

**Motion:** Member Estes moved to approve the minutes of January 22, 2020. Following a second by Member M. Johnson, the motion carried.

**REPORTS**

Introductions  
None.

Chair's Report

Chair Frederick thanked Member M. Johnson for chairing the TEA meeting January 22, 2020 in his absence.

### Member Liaison Reports

Chair Frederick invited TEA member activity reports.

Member Cox reported he visited Butler Community College to tour the campus and thanked them for their hospitality. He reported he was very impressed with their Livestock Judging program, fire science program, athletics program, broadcast and journalism programs and nursing and acute care programs.

Member Hess shared an article on North Central Kansas Technical College in Hays headlining that most of their graduates are staying in Kansas. He reported he enjoyed a dinner provided by their culinary arts program on Valentine's Day.

Member Estes thanked the Mid America Summit attendees. He invited Member Anderson to report on some Summit activities. He reported he met with Dodge City Community College as they hosted 160 high school students on campus regarding Excel in CTE and he encouraged them to meet with high school sophomores for exposure to the Excel in CTE opportunities. He also met with the Garden City Community College president regarding their Construction program. He reported that Member M. Johnson was recognized by the Barton County Chamber of Commerce as Citizen of the Year.

Member Anderson reported that the Summit was a great experience. She reported Evergy was one of the presenters and spoke with teachers present and is expressed interest in working toward a pilot program for the State involving K-12, tracking a cohort of students from middle school to high school for a talent pipeline. She reminded members that February has been CTE Month.

Member Garcia reported that the Kansas Department of Labor has launched a paid Internship program and Internship program for college credit. Member Anderson stated she intends to distribute flyers as well as send emails to school superintendents regarding these opportunities.

Member Smith thanked KBOR staff for their work on the local needs assessment, which will be updated each year, bringing parties together streamlining technical education in our communities.

### 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 that staff has been attending legislative meetings, participating in the Governor's Education Council and other subcommittee legislative session meetings. In addition, KBOR staff has visited multiple institutions concerning Perkins and Adult Education rules and regulations. He reported that the Regents had a dinner with college presidents and trustees, sharing ideas including marketing, expanding university offerings at their institutions and funding concerns. KBOR WFD staff, along with KBOR Academic Affairs staff, is currently working on program articulation. WFD hosted a military articulation meeting, sharing ideas with representatives from other states, and also met with universities on expanding their participation in military articulation. He reported that work continues on the Get Ahead initiative, which is the recruiting of students with some college, encouraging completion of degrees and/or certifications, at both the two-year and four-year institutions. He provided members

with a copy of the last version of Foresight 20/20, and informed members that a new strategic plan will be developed. Vice President Smathers shared that he spoke with the KU Self Graduate Fellowship doctoral students informing them about KBOR and Workforce Development.

Report from the Community Colleges

Chair Frederick called upon Fort Scott Community College Alysia Johnston to provide members with a report from the community colleges.

Report from the Technical Colleges

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

**CONSENT AGENDA**

Technical Program and Curriculum Committee

New Program Request, Garden City Community College

Chair Frederick called for a motion to approve.

**Motion:** Member Estes moved to approve the new program request for Garden City Community College, Carpentry (46.0201) – Technical Certificate A/18 credit hours. Following a second by Member Mikulka, the motion carried.

**CONSIDERATION OF DISCUSSION AGENDA**

Technical Program and Curriculum Committee

Labette Community College request to remove program cap restriction

Chair Frederick called upon Technical Program and Curriculum Committee Chair R. Johnson to provide members with the request from Labette Community College to remove a program cap restriction.

Committee Chair Johnson informed members that On October 21, 2010 Labette Community College received approval to offer a certificate in Diagnostic Medical Sonography (51.0910); however, due to opposition by Washburn University, the program was capped at 10 students and 7 sites per year. KBOR minutes state that any increase in the number of students or sites would require approval by the Kansas Board of Regents. Chair Johnson directed members to the letters provided to them from Labette Community College, Washburn University and Labette Health. Washburn University now states that they do not oppose the expansion of the Diagnostic Medical Sonography program from 10 students to 20 students. Chair Frederick suggested removal of any cap limiting the program for Labette Community College.

**Motion:** Committee Chair R. Johnson moved to approve the request from Labette Community College to remove the cap restrictions on their Diagnostic Medical Sonography program. Following a second by Member Beene, the motion carried.

**OTHER MATTERS****Excel in CTE Fee Review**

Chair Frederick called on Director Henry to present the Excel in CTE Fee Review. Director Henry directed members to the Instructional Cost Model used for the purpose of distributing allocated state aid to institutions based upon enrollments in credit-bearing courses, along with the definitions of terms used in the Model. Director Henry gave a brief synopsis of how the Instructional Cost Model is applied.

Chair Frederick stressed the importance that TEA members not lose sight that this discussion applies to Excel in CTE fees only. In addition, he stressed the importance of consistency in decisions for all institutions. He asked that TEA members that have a business relationship with any institution refrain from participating in discussion and recuse themselves from the vote. Member M. Johnson expressed his appreciation that the TEA is participating in this discussion and thanked KACCT Heather Morgan for her assistance in gathering and clarifying information from the community colleges.

Director Henry informed members that 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. As per the Postsecondary Technical Education Authority's (TEA) request, on Thursday, December 19, 2019, representatives from community colleges, technical colleges, and Board staff 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 as follows:

**Allowable fees include:**

- Uniforms
- Personal protective equipment
- Background checks
- Fingerprints
- Drug tests
- E-subscriptions/E-books
- Textbooks
- Certification tests
- Liability insurance (example: student malpractice)
- Graduation fees (if applicable)
- Transcript fees (if applicable)

**Unallowable fees include:**

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

Director Henry reported that in early January 2020 a data request was sent to each community and technical college asking for all technical programs and associated fees charged to Excel in CTE students. Members were provided tables that include a listing of all Excel in CTE fees charged for each program as reported by institutions. In addition, a clarifying table for some community colleges was provided by the KACCT for consideration of allowable fees discussion. Director Henry explained that allowable fees are highlighted in green on the tables. Fees listed that are not highlighted in green on the tables (reflected in white) should be addressed by the TEA for determination if the fees will be removed or allowed.

Members discussed that tools are not listed in either the allowed or disallowed fees. The scenarios for tools include “Tools” as an allowed fee if the students maintain ownership, but tool rental is not an allowable fee.

Allen Community College

**Motion:** Member M. Johnson moved to approve the allowable fees as reported by Allen Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Cox, the motion carried.

Barton Community College

**Motion:** Member Garcia moved to approve the allowable fees as reported by Barton Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Beene, the motion carried.

\*Member M. Johnson abstained from discussion and vote

Butler Community College

Members discussed the Lab Insurance Fees. Members expressed concern over the transfer of the liability insurance fees to the students. Member R. Johnson suggested that the insurance fees could be covered in the extraordinary costs. Vice President Smathers offered that the insurance fees could be allowed for this year but reviewed to be included in the extraordinary costs next year.

**Motion:** Following discussion, Member Hess moved to include the lab insurance fees to allowable fees as reported by Butler Community College and to include all insurance fees as reported by institutions to allowable fees for this year, but to conduct further investigation in the transference of the liability insurance fees to the students, exploring including the insurance fees in the extraordinary costs for all institutions. Following a second by Member Cox, the motion carried.

Following discussion, members agreed to moving the lab insurance fees to allowable fees, moving the software licensing fees to allowable fees, moving the Professional Chef book to allowable fees in the Restaurant Management Program, removing the duplicate Professional Chef book in the Restaurant Management Program from the fees, and to correcting the Lab Fee in Patient Care Pathways to reflect “Gait Belt” and moving it to allowable fees as reported by Butler Community College.

**Motion:** Member Hess moved to approve the allowable fees as reported by Butler Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Estes, the motion carried.

Cloud County Community College

**Motion:** Member Beene moved to approve the allowable fees as reported by Cloud County Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Garcia, the motion carried.

Coffeyville Community College

**Motion:** Following discussion, members agreed to moving the hotel stay for EMS testing out of town for the EMT program to an allowable fee. Member M. Johnson moved to approve the allowable fees as reported by Coffeyville Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Garcia, the motion carried.

#### Colby Community College

**Motion:** Member Cox moved to approve the allowable fees as reported by Colby Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member R. Johnson, the motion carried.

#### Cowley Community College

**Motion:** Following discussion, members agreed to remove the tools fees in the Automotive Service Tech program as this fee is not charged, but tools must be provided by the student. Members agreed to move the National Membership fee in the Medical Coding Program to an allowable fee, as the certification testing fees are significantly discounted with the purchase of the National Membership. Member M. Johnson moved to remove the tools fees in the Automotive Service Tech program, to move the National Membership fee in the Medical Coding Program to an allowable fee, and to approve the allowable fees as reported by Cowley Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Cox, the motion carried.

#### Dodge City Community College

**Motion:** Following discussion and explanation by the institution that the tool usage fees are removed and replaced with tool purchase fees which will move the fees to allowable fees, Member Beene moved to remove the pending programs from fee consideration, approve the allowable fees as reported by Dodge City Community College, add the Excel in CTE Fee schedule to all new program requests for all institutions, and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member M. Johnson, the motion carried.

#### Flint Hills Technical College

**Motion:** Following discussion, Member Beene moved to move the Liability Insurance to allowable fees as per a previous motion, to remove the Accuplacer Test and Student ID/Parking Permit from fees, and to approve the allowable fees as reported by Flint Hills Technical College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Cox, the motion carried.

#### Fort Scott Community College

**Motion:** Following discussion, Member Cox moved to move the Apprenticeship License for the Cosmetology program to allowable fees, to remove the Cattle Artificial Insemination fee for the Farm & Ranch Management program, and to approve the allowable fees as reported by Fort Scott Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Hess, the motion carried.

#### Garden City Community College

**Motion:** Following discussion, Member M. Johnson moved to move the Apprenticeship License for the Manicuring program to allowable fees, and to approve the allowable fees as reported by Garden City Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Hess, the motion carried.

Highland Community College

**Motion:** Following discussion, Member Beene moved to remove the “Other Fees” for the Graphic Design program and to approve the allowable fees as reported by Highland Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Mikulka, the motion carried.

Hutchinson Community College

**Motion:** Following discussion, Member Mikulka moved to move the Tool fees as clarified as Tool Purchases to allowable fees, and to approve the allowable fees as reported by Hutchinson Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Hess, the motion carried.

Independence Community College

**Motion:** Following discussion, Member Beene moved to change the Bathing/Misc. fee to read “Bathing Kit” and to move it to allowable fees, to move the Apprenticeship License for the Cosmetology program to allowable fees, to remove the office supply consumables from fees for the Cosmetology program and to approve the allowable fees as reported by Independence Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member M. Johnson, the motion carried.

Johnson County Community College

**Motion:** Following discussion, Member M. Johnson moved to remove the Lab/Floral Supplies fees for the Floral Design program, to remove the Graphic Design program for any fees, to remove the Bedding Plants, cuttings, seedings fees for the Landscape Technician program and to approve the allowable fees as reported by Johnson County Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Estes, the motion carried.

Kansas City Kansas Community College

**Motion:** Following discussion, Member Hess moved to move the Liability Insurance to allowable fees as per a previous motion for the Fire Science Academy, Culinary Arts, Automotive Technology, Electrical Technology, Machine Technology, Automotive Collision, HVAC, Cosmetology, Welding Technology, Commercial Residential Equipment, Building Engineering and Property Maintenance and Construction Technology programs, and to move the Fire Academy completion recognition for the Fire Science Academy to allowable fees. Following a second by Member M. Johnson, the motion carried.



**Motion:** Member M. Johnson moved to allow all liability insurance fees, retroactively to previously discussed institutions' insurance fees, with the intent to further discuss and review with more detail and consideration to move insurance costs to be included as extraordinary costs to be paid by the cost model for next year. Following a second by Member Estes, the motion carried.

Labette Community College

**Motion:** Member Beene moved to remove the Application fee from the Emergency Medical Technician program and to approve the allowable fees as reported by Labette Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Anderson, the motion carried.

\*Member Mikulka abstained from discussion and vote

Manhattan Area Technical College

**Motion:** Member M. Johnson moved to approve the allowable fees as reported by Manhattan Area Technical College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Beene, the motion carried.

Neosho Community College

**Motion:** Member Beene moved to move the AHIMA Membership for Health Information Technology and Health Care Coding programs to an allowable fee, as the certification testing fees are significantly discounted with the purchase of the membership. Following a second by Member M. Johnson, the motion carried.

North Central Kansas Technical College

**Motion:** Following discussion, Member Mikulka moved to remove the Application fee from the Information Technology, Culinary Arts, Carpentry, Electrical Technology, Automotive Technology, Welding, Heavy Equipment Operation, Pharmacy Technology, Medication Aide, Nursing Aide, Business Management, Business Technology, programs, remove the Tool Rental fee from the Electrical Technology and Automotive Technology programs, remove the Skills Membership fee from the Automotive Technology program, remove the Chemical fee from the Automotive Technology program, and to move the Name Tags fee from the Medication Aide program to an allowable fee, and to approve the allowable fees as reported by North Central Kansas Technical College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Cox, the motion carried.

Northwest Kansas Technical College

**Motion:** Member Beene moved to approve the allowable fees as reported by Northwest Kansas Technical College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member M. Johnson, the motion carried.

Pratt Community College

**Motion:** Member M. Johnson moved to approve the allowable fees as reported by Pratt Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Estes, the motion carried.

Salina Area Technical College

**Motion:** Following discussion, Member Estes moved to remove the Skills Membership fee from the Computer Aided Drafting, Diesel Technology and Dental Assistant programs, to approve the allowable fees as reported by Salina Area Technical College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Mikulka, the motion carried.

Seward County Community College

**Motion:** Member Cox moved to approve the allowable fees as reported by Seward County Community College and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Hess, the motion carried.

Washburn University/Washburn Institute of Technology

**Motion:** Following discussion regarding Washburn's misunderstanding of fees to be submitted for consideration by the TEA, Member Beene moved to remove the Enrollment fee, Material/Technology fees, Course fees, Computer Lab fees, Shop Supplies, Supply Costs, Lab/Material fees, Tool Usage fees, Shop fees, Computer Rental fees, Fuel Surcharge fees, and Program fees from the Information Systems Technology, Cosmetology, Culinary Arts, Certified Production Technician, Technical Drafting, Early Childhood Professional, Legal Office Professional, Emergency Communication, Carpentry, Electrical Technology, HVAC, Heavy Diesel Construction Technology, Industrial Machine Mechanic, Automotive Collision and Repair, Automotive Technology, Locomotive Diesel Technology, Diesel Technology, Machine Technology, Welding, Cabinet/Millwork, Commercial and Heavy Construction, Commercial Truck Driving, Graphic Technology, Medical Office Specialists, Medical Scribe, Emergency Medical Technician, Phlebotomy, Office Career Technology and Business Bookkeeping and Accounting programs, to approve the allowable fees as reported by Washburn University/Washburn Institute of Technology, to forward the allowable fees to the Kansas Board of Regents for approval, and to allow Washburn to submit their revised fees within four (4) business days for review by special meeting by the TEA. Following a second by Member M. Johnson, the motion carried.

\*Member Mikulka abstained from discussion and vote

\*Member Anderson abstained from discussion and vote

Wichita State University Campus of Applied Sciences and Technology

**Motion:** Member Anderson moved to approve the allowable fees as reported by Wichita State University Campus of Applied Sciences and Technology and to forward the allowable fees to the Kansas Board of Regents for approval. Following a second by Member Mikulka, the motion carried.

**NEXT MEETING REMINDER**

Chair Frederick reminded members that the next TEA meeting will be held at the KBOR Offices in Topeka, Kansas on March 26, 2020 at 10:00 AM.

**ADJOURNMENT**

**Motion:** Member Cox moved to adjourn the meeting. Following a second by Member Mikulka the motion carried, and Chair Frederick adjourned the meeting at 1:30 P.M.

Respectfully submitted by:  
Susan Henry, Executive Assistant

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

A special meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held via conference call on March 6, 2020 at the Kansas Board of Regents office, 1000 SW Jackson Street, Suite 520, Topeka, Kansas.

**Members Present**

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

Delia Garcia  
Mark Hess  
Eddie Estes  
Jason Cox  
Tiffany Anderson

**Others Represented**

Cowley Community College  
Seward Community College  
Washburn Institute of Technology  
Heather Morgan (KACCT)  
Cloud County Community College  
Johnson County Community College  
Steve Kearney  
WSU Tech

**Kansas Board of Regents Staff Present**

Scott Smathers  
April Henry  
Chris Lemon  
Eric Tincher  
Vera Brown  
Susan Henry  
Erin Guardiola

**CALL TO ORDER**

The meeting was called to order by Chair Frederick at 10:03 AM.

Chair Frederick requested to amend the Agenda to include discussion regarding additional information received from Kansas City Kansas Community College clarifying their Excel in CTE fees.

**Motion:** Chair Frederick moved to add a discussion agenda item regarding Kansas City Kansas Community College Excel in CTE fees. Following a second by Member Anderson, the motion carried.

Chair Frederick reminded members that if they have a business relationship with any institution to refrain from participating in discussion and recuse themselves from the vote. Members Mikulka and Anderson recused themselves from the Washburn University/Washburn Institute of Technology Excel in CTE fee discussions and vote.

**DISCUSSION AGENDA**

Kansas City Kansas Community College

Chair Frederick called on Director Henry to present the Excel in CTE Fee revision request by Kansas City Kansas Community College. Director Henry explained that staff received clarification on the fees received from Kansas City Community College for the picture frame, cutting board and hand-crafted sign in the Building Engineering & Property Maintenance program, and the cutting board, shelf and one door cabinet in the Construction Technology program. These items are supplies that are covered by the Cost Model, and therefore, the institution requests these fees be rescinded from their allowable fees.

**Motion:** Following discussion, Member R. Johnson moved to rescind fees for the picture frame, cutting board and hand-crafted sign in the Building Engineering & Property Maintenance program, and the cutting board, shelf and one door cabinet in the Construction Technology program as requested by Kansas City Kansas Community College. Following a second by Member Estes, the motion carried.

**OTHER MATTERS**

Excel in CTE Fee Review

Chair Frederick called on Director Henry to present the Excel in CTE Fee Review as resubmitted by Washburn University/Washburn Institute of Technology.

Director Henry reported Washburn Institute of Technology has standard transcript and graduation fees associated to all Excel in CTE technical programs. Fees listed that are not highlighted in green on the tables (reflected in white) should be addressed by the TEA for determination if the fees will be removed or allowed. Allowable fees submitted for review at the February 27, 2020 TEA meeting were previously approved.

**Motion:** Following discussion Member R. Johnson moved to exclude all materials from the Excel in CTE fees list not related to a technical skill including the Strengths Finder Quiz and the Bring Your “A” Game Workbook. Following a second by Member Beene, the motion carried.

**Motion:** Following discussion, Member Beene moved to remove the Student Projects fees from the Electrical Technology Program, HVAC, Industrial Machine Mechanic, Machine Technology, Fabrication, Cabinet/Millwork, . Following a second by Member R. Johnson, the motion carried.

**Motion:** Following discussion, Chair Frederick moved to remove the Brake kit, Electrical kit and Starter Electrical kit fees from the Automotive Technology program. Following a second by Member R. Johnson, the motion carried.

**Motion:** Following discussion, Member Cox moved to strike the steel toed boots fees from all programs as the institution does not provide this item. Following a second by Member R. Johnson, the motion carried.

Member Beene requested that the institution take a closer look at the disparity in the OSHA fees by campus based on the absence of a certified instructor at the East campus creating the necessity of an online course with fees. Chair Frederick stressed that the fees that are charged need to be valid and defensible.

**NEXT MEETING REMINDER**

Chair Frederick reminded members that the next TEA meeting will be held at the KBOR offices on March 26, 2020 at 10:00 AM.

**ADJOURNMENT**

**Motion:** Member Estes moved to adjourn the meeting. Following a second by Member R. Johnson the motion carried, and Chair Frederick adjourned the meeting at 10:45 A.M.

Respectfully submitted by:  
Susan Henry, Executive Assistant

## State Innovative Technology Grant Policy Change

### Background

***Purpose:** K.S.A. 72-4467 established the Kansas Technology Innovation and Internship program to provide funds to career technical institutions for start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages, as well as faculty internships. These funds are appropriated on an annual basis and awarded to institutions through a competitive grant process.*

***Eligible Institutions:** Public postsecondary career technical institutions delivering approved technical education programs in Kansas.*

3/26/2020

### Policy Change

The regulations governing this grant program originated in 1991 and were last updated in 2009. KBOR staff suggest edits to better reflect current practices.

Key changes include:

- Internships may not exceed 16 weeks during the award period
- Interns may be paid a maximum of \$30 per hour
- Maximum salary of \$1,200 per week
- Maximum grant from state funds shall not exceed a total of \$3,600

These changes more clearly define the use of state funds in support of the internship salary and allow additional faculty to participate.

### Recommendation:

Proposed changes to Board policy were approved by the Budget and Finance Committee on March 12, 2020 and KBOR staff requests approval from the TEA.

**B FISCAL MANAGEMENT** (see Chapter II., Section B. for additional fiscal management policies applicable to state universities)

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**2 KANSAS TECHNOLOGY INNOVATION AND INTERNSHIP GRANTS**

Under the authorization of the Board of Regents, the Board President and Chief Executive Officer established the following procedures

Procedures

a Background

K.S.A. ~~72-4466~~ 74-32,429 et seq. ~~established~~ establishes the Kansas Technology Innovation and Internship program for:

- i Start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages; or
- ii internships to enable faculty of a career technical education institution to work in a business/industry setting or to enable employees from business/industry to work in an educational setting at a career technical education institution.

b Participation

Any “career technical education institution” may participate in the program. For purposes of this provision, “career technical education institution” shall mean any “community college,” “technical college” or “institute of technology,” as those terms are defined in K.S.A. ~~72-4412~~ 74-32,407, and amendments thereto.

c Conditions for Participation/Application Guidelines

- i Private business must provide financial or in-kind support, or any combination thereof, to the career technical education institution equaling 100% of the amount of the grant request. A letter from the business/industry validating this support must accompany the grant application.
- ii Technology Innovation grants
  - (1) The technical course or program must be new to Kansas, or, if an equivalent course or program is already in existence in Kansas, the new course or program is not offered at a site within 100 miles of a site at which the existing, equivalent course or program is offered.
  - (2) The technical course or program must relate to a business or industry located in the service area of the career technical education institution.
  - (3) The technical course or program must relate to emerging technologies, manufacturing or areas of skill shortages. Board staff will determine if an area has a skill shortage by utilizing data from multiple sources.
  - (4) The application must include a plan for implementation of the grant if awarded. The application must explain how the grant project is innovative in addressing emerging technologies, manufacturing, or areas of skill shortages.
  - (5) The application must include a budget and budget narrative for the grant that has been signed by the institution’s president.

iii Internship grants

- (1) Internship grants may be awarded to full-time career technical faculty to participate in an internship with a business, industry, or other agency, for the purpose of upgrading knowledge and skills in a particular profession, vocation, or trade. Similarly, full-time employees in private industry or other agencies may participate in an internship in a postsecondary career technical education institution.



(2) A career technical teacher or employee from business/industry may be awarded no more than two internships over a three-year period.

(3) The internship may range from a minimum of two weeks to a maximum of 16 weeks during a fiscal year, July 1 to June 30 the award period.

(4) The state funds may be used to support the internship salary, which shall not exceed ~~\$25~~ \$30 per hour with a maximum salary of ~~\$1,000~~ \$1,200 per week. The maximum grant from state funds for an internship shall not exceed a total of ~~\$6,000~~ \$3,600, inclusive of all proposed expenditures.

d Allowable Expenditures

i Technology Innovation grants: Instructional salaries, equipment, instructional supplies and materials, curriculum development, vendor training, and other related costs pre-approved by Board staff and itemized in the application budget.

ii Internship grants: Salaries, internship related travel, and related training costs itemized in the application budget.

e Transfer and Expenditure of Funds

i. Technology Innovation grants: Upon implementation of the grant activities, an institution may request up to 80 percent of the grant funds. The remaining 20 percent of the awarded funds may be requested from Board Finance and Administration staff upon submission and approval of all completed Board final reports. Funds must be expended within ~~the fiscal year in which the grant was awarded~~ the award period. A postsecondary educational institution must act as the fiscal agent for the grant funding.

ii Internship grants: Upon completion of the internship activities, a postsecondary institution acting as the fiscal agent for the funds may request the awarded funds from Board Finance and Administration staff upon submission and approval of all completed Board final reports. Funds must be expended within the award period.

f Reporting Requirements

i. Technology Innovation grants: All final reports must be submitted to Board staff regarding the outcomes of the grant project within the specified timeframe and prior to the release of the final 20 percent of the awarded funds. ~~Interns and their supervisor(s) must also submit timesheets and an evaluation report to Board staff upon completion of the internship.~~

ii Internship grants: Interns and their supervisor(s) must submit all required final report forms, timesheets, and evaluation reports to Board staff upon completion of the internship within the specified timeframe and prior to the release of the awarded funds.

g Application Forms

Electronic application forms for both the Innovative Technology and Internship grants are available from Board workforce development staff.

h Application Timeframe

Grant announcements will be made periodically during the year as funds are available. Grants are awarded on a competitive basis.

i Allocation of Funds for Grants

Each year the Board President and Chief Executive Officer, or designee, will determine the amount of funds available for grants.

## **Election of Officers**

### **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 staff know.* 3/26/2020

### **Background**

The TEA election for next year's Chair and Vice-Chair will be coming up in May and we wanted to remind people in case they had a desire to serve.

## **Excel in CTE Fee Review Follow-up**

### **Summary**

*Based on questions raised during the recent Excel in CTE fee discussions, additional research and evaluation needs to occur.*

*3/26/2020*

### **Background**

During the Excel in CTE fee review process multiple questions were raised; such as student liability insurance, fee consistency, and certifications offered. While staff will gather additional information on these topics, more definitive direction from the TEA is needed for staff to proceed.

## 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.*

*3/26/2020*

### 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

Staff would like to know what information the TEA would like to see to aid in their decision making. A final recommendation will need to be presented to the Board by May 2020.

## 2020-2021 Qualifying Credentials

### Summary

*Excel in CTE (SB 155), now K.S.A. 72-3819 (updated from K.S.A. 72-4489), which passed in 2012, established the CTE Incentive Program which provides incentive awards, as sufficient monies are appropriated, to school districts for high school graduates who have obtained qualifying industry-recognized credentials in high-demand occupations either prior to graduation or by December immediately following graduation. Based on established criteria; the proposed list of qualifying credentials for 2020-2021 has been developed and is presented to the TEA for approval and recommendation to KBOR.*

3/26/2020

### Credential List Development

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.

### AY2020-2021 Updates

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. According to statute, institutions are to receive notification of the credentials that qualify for the incentive program on an annual basis.

In FY2015 the appropriation for the incentive funding was reduced from \$1.5 million to \$750,000, and again in FY2016 and FY2017 to \$50,000 per year, requiring a pro rata distribution of these funds among the qualifying school districts. Although the incentive funding portion of Excel in CTE has been significantly reduced; the remaining appropriated amount has been sufficient to cover the one-half of the credentialing assessment costs that districts were required to pay in each fiscal year through FY2019, and the same is expected for FY2020.

**2020-2021 Excel in CTE (SB 155) Qualifying Credential Incentive List**

<b>2010 Standard Occupational Codes (SOC)</b>	<b>Classification of Instructional Program (CIP) Code</b>	<b>Occupation</b>	<b>Credentials/Certifications Qualifying for Incentive Payment</b>	<b>Average Annual Wages</b>
53-3032	49.0205	Truck Drivers, Heavy and Tractor-Trailer	Commercial Driver License (CDL)	\$46,178
31-1014	51.3902	Nursing Assistants**	Certified Nurse Aide (CNA)	\$26,214
15-1151	01.0106, 11.1006, 51.0709	Computer Support Specialists	<i>Cisco</i> -- Certified Entry Networking Technician; CompTIA - A+; CompTIA - Network +; CompTIA - Server +; CompTIA - Security +; <i>Microsoft</i> -- Microsoft Technology Associate (MTA); Microsoft Certified Solutions Associate (MCSA)	\$45,364
49-3023	47.0600, 47.0604, 47.0614, 47.0617	Automotive Service Technicians and Mechanics	<i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Brakes, Electrical/Electronic Systems, Engine Performance, and Suspension and Steering – <i>OR ASE Student Certification in at least one of the following areas: Maintenance and Light Repair (MLR), Automobile Service Technician (AST) or Master Automobile Service Technician (MAST)</i>	\$40,669
51-4121	15.0614, 48.0508	Welders, Cutters, Solderers, and Brazers	<i>American Welding Society (AWS)</i> -- 3 Position Qualifications D1.1 standard or higher (AWS - 1F, 2F and 1G); <i>American Society of Mechanical Engineers (ASME)</i> Section 9 Standards (6G level)	\$43,828
47-2031	46.0201	Carpenters	<i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Carpentry Level 1	\$43,298
53-3033	49.0205	Truck Drivers, Light or Delivery Services,	Commercial Driver License (CDL)	\$37,436
47-2111	46.0302	Electricians	<i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Electrical Level 1	\$54,937
49-9041	47.0303	Industrial Machinery Mechanics	<i>National Center for Construction Education and Research (NCCER)</i> -- Core Curriculum: Introduction to Craft Skills and Industrial Maintenance Level I; <i>Society of Maintenance &amp; Reliability Professionals</i> -- Certified Maintenance & Reliability Technician (CMRT)	\$51,589
49-3031, 49-3041	47.0605, 47.0613	Bus and Truck Mechanics and Diesel Engine Specialists	<i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension	\$44,165
51-4011	48.0510	Computer-Controlled Machine Tool Operators, Metal and Plastic	<i>National Institute for Metalworking Skills (NIMS)</i> - Machining Level 1	\$42,652
47-2152	46.0502, 46.0503, 46.0599	Plumbers, Pipefitters, and Steamfitters	<i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Plumbing and Pipefitting Level 1	\$55,136
49-9021	15.0501, 47.0201	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	<i>ICE</i> - -Core +Residential Air Conditioning & Heating or Light Commercial Air Conditioning & Heating or Commercial Refrigeration; <i>North American Technician Excellence (NATE)</i> -- Core + 1 one of the following specialty areas: Air Conditioning, Air Distribution, Air-to Air Heat Pumps, Gas Furnaces, Oil Furnaces, Hydronics Gas, Light Commercial Refrigeration, Commercial Refrigeration, Ground Source Heat Pump Loop Installer; <i>HVAC Excellence</i> -- Core Areas (Electrical & Refrigeration Theory) + one of the following specialty areas: Air Conditioning, Gas Heat, & Electrical or Light Commercial Air Conditioning, Gas Heat & Electrical or Light Commercial Refrigeration & Electrical; <i>National Center for Construction Education and Research (NCCER)</i> -- Core + HVAC Levels 1 & 2	\$51,249
47-2211	48.0506, 46.0411	Sheet Metal Workers	<i>Manufacturing Skills Standards Council (MSSC)</i> - Certified Production Technician (CPT), <i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Sheet Metal Level 1, <i>National Institute for Metalworking Skills (NIMS)</i> - Metal Forming I	\$43,599
51-4041	48.0501, 48.0503	Machinists	<i>National Institute for Metalworking Skills (NIMS)</i> - Machining Level 1	\$42,367

**2020-2021 Excel in CTE (SB 155) Qualifying Credential Incentive List**

<b>2010 Standard Occupational Codes (SOC)</b>	<b>Classification of Instructional Program (CIP) Code</b>	<b>Occupation</b>	<b>Credentials/Certifications Qualifying for Incentive Payment</b>	<b>Average Annual Wages</b>
11-9013	01.0101, 01.1012, 01.0199	Farmers, Ranchers, and Other Agricultural Managers **	<i>Kansas Department of Agriculture (KDA)</i> -- KS Commercial Pesticide Applicators Certificate, <i>Kansas Department of Agriculture (KDA)</i> -- Agriculture Skills and Competencies Certificate, <i>Kansas Department of Agriculture (KDA)</i> --Plant Systems Skills and Comptencies Certificate, <i>Kansas Department of Agriculture (KDA)</i> -- Animal Science Skills and Competencies Certificate	\$55,637***
33-2011	43.0203	Fire Fighter	National Firefighter I Certification	\$37,925
11-9051	12.0504	Food Service Managers	<i>National Restaurant Association Educational Foundation</i> - ProStart National Certificate of Achievement; ServSafe Food Protection Manager	\$54,868
31-9091	51.0601	Dental Assistant	Certified Dental Assistant Certification	\$37,043
29-2041	51.0810, 51.0904	Emergency Medical Technicians & Paramedics	<i>EMT-Basic National Registry</i> -- EMT Certification, <i>National Registry-Paramedic</i> -- Paramedic Certification	\$30,521
49-3011, 51-2011	47.0607, 47.0608	Aircraft Mechanics and Service Technicians	<i>Federal Aviation Administration (FAA)</i> --Aviation Maintenance Technician- Airframe, or Aviation Maintenance Technican-Powerplant	\$56,836
29-2052	51.0805	Pharmacy Technicians	<i>Kansas Board of Pharmacy</i> -- Kansas Pharmacy Technician Certification Board Exam (PTCB); Certified Pharmacy Technician	\$32,937

\*\* Stackable Credentials  
 \*\*\* Average Annual Wage - reflects occupation listed which requires bachelors degree and/or substantial experience in the field. This salary is not likely achievable for students completing the associated credential

**\*2021 Phase Out Occupations: Occupations on the 2020 SB155 Certifications/Credentials List but no longer meet the In-Demand/Wage/Education criteria (Only for students who started courses in 2019-2020 Credential must be earned before December 2021)**

49-3041	1.0205	Farm Equipment Mechanics	<i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension	\$41,076
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\*Occupations fall below the minimum demand, wage, or educational requirement criteria; in some cases credentials may also be associated with in-demand occupations listed above

**\*2020 Phase Out Occupations: Occupations on the 2019 SB155 Certifications/Credentials List but no longer meet the In-Demand/Wage/Education criteria (Only for students who started courses in 2018-2019 Credential must be earned before December 2020)**

49-3021	47.0603	Automotive Body and Related Repairers	<i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification on any of the following areas: Painting & Refinishing, Structural Analysis & Damage Repair, Non-Structural Analysis & Damage Repair, or Mechanical & Electrical; <i>Inter-Industry Conference on Auto Collision Repair (I-CAR)</i> --Refinish Technician ProLevel 1	\$41,349
49-2022	47.0103	Telecommunications Equipment Installers and Repairers Except Line Installers	<i>Society of Cable Telecommunications Engineers</i> -- Broadband Permisses Installer	\$51,583

\*Occupations fall below the minimum demand, wage, or educational requirement criteria; in some cases credentials may also be associated with in-demand occupations listed above