Pittsburg State University

Associate of Applied Science in Career and Technical Education

Program Approval

I. General Information

A. Institution Pittsburg State University

B. Program Identification

Degree Level:	Associate of Applied Science
Program Title:	Career and Technical Education
Degree to be Offered:	Associate of Applied Science in Career and Technical Education
Responsible Department or Unit:	Technology and Workforce Learning
CIP Code:	13.1309
Modality:	Online and Hybrid Zoom
Proposed Implementation Date:	Fall, 2021

Total Number of Semester Credit Hours for the Degree: [60 semester credit hours for AAS Degree]

II. Clinical Sites: Does this program require the use of Clinical Sites? No it does not

III. Justification

Since moving Career and Technical Education (CTE) to an online and hybrid Zoom format, CTE teachers from other states have expressed interest in our coursework and degrees. Several states, as a part of their certification process, need to have an associate degree as a checkpoint to meet their certification requirements. The addition of an AAS in CTE, would provide a recruitment tool for out-of-state individuals who are enrolling in the PSU CTE program.

Additionally, the administrators and instructors at community and technical colleges in Kansas have expressed the need to provide such a degree. Most all of their CTE faculty come from business and industry and have a great deal of work experience, but not an academic credential. This would provide these teachers with access to their first academic credential as they work toward a bachelor degree.

IV. Program Demand:

A. Market Analysis

The institution (Oklahoma State University) in Oklahoma providing CTE teacher education courses so that CTE instructors can meet certification and degree requirements has determined that they can no longer offer these courses. Currently, the administrators at comprehensive high schools and technology centers are looking at other institutions who can fill this void. The Bachelor of Science in Career and Technical Education offered at PSU is quite similar to the one that was in place at Oklahoma State University. Recently, Oklahoma moved from requiring a bachelor degree to an associate degree for teachers to obtain the full CTE certification. If these out-of-state teachers are going to take coursework through PSU, there is a need for these individuals to obtain an associate degree (for their first level of CTE certification). Other states are facing CTE certification issues similar to Oklahoma, and despite CTE teachers being in high demand, other state universities are phasing out their CTE teacher education programs.

Some states, such as Colorado and Missouri, require that their teachers to pursue a bachelor degree in CTE to obtain their full certification, for which an associate degree in CTE would be a great checkpoint for them

working toward a bachelor degree.

V. Projected Enrollment for the Initial Three Years of the Program

Year	Headcount Per Year		Sem Credit Hrs Per Year	
	Full- Time	Part- Time	Full- Time	Part- Time
Implementation		10		90-180*
Year 2		20		270-540*
Year 3		40		630-1260*

*estimates based on students taking 3-6 credit hours per semester (fall, spring and summer)

VI. Employment

Most all of the individuals who would be pursuing this degree are currently teaching full time in a CTE program/pathway at a technology center, comprehensive high school, community or technical college. The primary focus is to first meet their state's certification requirements (for which some require an associate degree).

VII. Admission and Curriculum

A. Admission Criteria

Students admitted into this AAS for CTE would have to meet the admission requirements of Pittsburg State University, either as a new or transfer student. Transfer students are defined as students who have 24 or more transferable college credits completed after high school graduation.

B. Curriculum (see attached Proposed AAS in CTE Degree Sheet)

General Education Courses:

All general education and technical electives could be taken at a local accredited community/technical college and transferred to Pittsburg State University. A total of 15 hours of general education courses would be required for this degree. The technical education faculty have a long history of working with advisees who are off campus to ensure the correct selection of and transferability of general education courses they would take at the local community/technical college.

General Education Courses needed for the AAS in Career and Technical Education

Course #	**Course Name**	**SCH…**
ENGL 101	English Composition	3
COMM 207	Speech Communications	3
PSYCH 155	General Psychology	3
Mathematics/ Science	MATH 113 College Algebra or Chemistry, Biology or Physics Class	3
Humanities Elective	Any course that falls in the following content area: Art, Foreign Language, History, Literature, Music, Philosophy or Theatre	3
	Total General Education Credit Hours	15

Content Specific Technical Courses:

All content-specific technical courses could be taken at a local accredited community/technical college and transferred to Pittsburg State University. A total of 18 hours of content specific technical courses would be required. The technical education faculty have a long history of working with advisees who are off campus to ensure the correct selection of and transferability of content-specific technical courses they would take at the local community/technical college.

Content Specific Technical Courses (Example provided is for Automotive but would be different for each Content Specific area)

Course #	Course Name	SCH…
AUTO 142	Suspension and Steering	3
AUTO 152	Brakes	3
AUTO 163	Electrical 1	3
AUTO 213	Engine Repair	3
AUTO 272	Heating and Air Conditioning	3
AUTO 222	Transmission and Driveline	3
	Total Content Specific Technical Courses	18

Career and Technical Education Courses:

Career and technical education courses would be taken through Pittsburg State University. A total of 27 hours would be required. Following are the courses students could select from each semester. Most students who would be in this program would be employed fulltime, so they would take only 3-6 hours a semester. The Technical Education unit currently uses a five-year tentative plan of courses. With the use of this plan, we can advise students from Kansas and other states to enable these students to meet their CTE certification requirements that are in place for the state in which they are teaching.

Year 1: Fall 2021 **SCH = Semester Credit Hours**

Course #	Course Name	SCH….
TTED 445	Development of a Unit Study Guide	3
ENGL 101	English Composition	3

Year 1: Spring 2022

Course #	Course Name	SCH….
TTED 391	Student Assessment Development in CTE	3
COMM 207	Speech Communications	3

Year 1: Summer 2022

Course #	Course Name	SCH….
TTED 780	Classroom Management in CTE	3
Technical Course	These would be content specific courses that would differ for each student	3

Year 2: Fall 2022

Course #	Course Name	SCH….
TTED 308	Laboratory and Shop Safety	3
PSYCH 155	General Psychology	3

Year 2: Spring 2023

Course #	Course Name	SCH….
TTED 479	Techniques for Teaching CTE	3
Mathematics/ Science	MATH 113 College Algebra or Chemistry, Biology or Physics Class	3

Year 2: Summer 2023

Course #	Course Name	SCH….
TTED 697	Identification and Instruction of Students with Special Needs	3
Technical Course	These would be content specific courses that would differ for each student	3

Year 3: Fall 2023

Course #	Course Name	SCH….
TTED 694	Foundation of CTE	3
Humanities Elective	Any course that falls in the following content area: Art, Foreign Language, History, Literature, Music, Philosophy or Theatre	3

Year 3: Spring 2024

Course #	Course Name	SCH….
TTED 695	Using Technology as an Instructional Tool	3
Technical Courses	These would be content specific courses that would differ for each student	3

Year 4: Summer 2024

Course #	Course Name	SCH….
TTED 731	Adult Learners	3
Technical Courses	These would be content specific courses that would differ for each student	3

Year 4: Fall 2024

Course #	Course Name	SCH….
Technical Courses	These would be content specific courses that would differ for each student	6

Total Number of Semester Credit Hours ……. [60]

VIII. Core Faculty

Note: * Next to Faculty Name Denotes Director of the Program, if applicable
FTE: 1.0 FTE = Full-Time Equivalency

Faculty Name	Rank	Highest Degree	Tenure Track Y/N	Academic Area of Specialization	FTE to Proposed Program
Dr. Jon Jones	Associate Professor	Ed.D	Y	Adult Learning and CTE Teacher Education	.66 FTE
Dr. Kevin Elliott	Associate Professor	Ed.D	Y	Leadership and CTE Teacher Education	.66 FTE
Dr. Julie Dainty	Professor	Ed.D	Y	Adult Learning and CTE Teacher Education	.66 FTE
*Dr. Greg Belcher	Professor	Ph.D	Y	Comprehensive Vocational Education	.33 FTE

All of the CTE faculty and graduate assistants needed for the AAS are already teaching in the BS program.
Number of graduate assistants assigned to this program **……. [2]**

IX. Expenditure and Funding Sources *(List amounts in dollars. Provide explanations as necessary.)*

A. EXPENDITURES	First FY	Second FY	Third FY
Personnel – Reassigned or Existing Positions			
Faculty	Existing	Existing	Existing
Administrators *(other than instruction time)*	Existing	Existing	Existing
Graduate Assistants	Existing	Existing	Existing
Support Staff for Administration (*e.g., secretarial*)	Existing	Existing	Existing
Fringe Benefits *(total for all groups)*	Existing	Existing	Existing
Other Personnel Costs	Existing	Existing	Existing
Total Existing Personnel Costs – Reassigned or Existing	Existing	Existing	Existing
Personnel – New Positions			
Faculty	0	0	0
Administrators *(other than instruction time)*	0	0	0
Graduate Assistants	0	0	0
Support Staff for Administration (*e.g., secretarial*)	0	0	0
Fringe Benefits *(total for all groups)*	0	0	0
Other Personnel Costs	0	0	0
Total Existing Personnel Costs – New Positions	0	0	0
Start-up Costs - One-Time Expenses			
Library/learning resources	0	0	0
Equipment/Technology	0	0	0
Physical Facilities: Construction or Renovation	0	0	0
Other	0	0	0
Total Start-up Costs	0	0	0
Operating Costs – Recurring Expenses			
Supplies/Expenses	0	0	0
Library/learning resources	0	0	0
Equipment/Technology	0	0	0
Travel	0	0	0
Other	0	0	0
Total Operating Costs	0	0	0
GRAND TOTAL COSTS	0	0	0

B. FUNDING SOURCES *(projected as appropriate)*	Current	First FY (New)	Second FY (New)	Third FY (New)
Tuition / State Funds	$274 per credit hour	$24,660 – $49,320	$73,980 – $147,960	$172,620 - $345,240
Student Fees	$36 per credit hour	$3240 - $6,480	$9,720 - $19,440	$22,680 - $45,360

Other Sources				
GRAND TOTAL FUNDING		$27,900 - $55,800	$83,700 - $167,400	$195,300 - $390,600
C. Projected Surplus/Deficit (+/-) (Grand Total Funding *minus* Grand Total Costs)		$27,900 - $55,800	$83,700 - $167,400	$195,300 - $390,600

X. Expenditures and Funding Sources Explanations

A. Expenditures
No additional costs would be incurred with the addition of this associate degree. All of the CTE coursework included with this degree is already being taught as a part of the Bachelor of Science in Career and Technical Education degree or coursework that is being used to help CTE teachers meet state certification requirements. Additionally, the implementation of this degree would ensure a perfect match for those AAS in CTE graduates who plan to pursue their Bachelor of Science in CTE.

Personnel – Reassigned or Existing Positions
Current faculty would be used to advisee and teach courses for this degree.

Personnel – New Positions
No new positions would be added to support this degree.

Start-up Costs – One-Time Expenses
There would not be any start-up cost to implement this degree.

Operating Costs – Recurring Expenses
There would not be any new or additional recurring expenses. The faculty that teach courses for the Technical Education are already in place and teaching these courses.

B. Revenue: Funding Sources
Two types of revenue would be generated through this degree. The first would be tuition dollars ($274 per credit hour) and the second would be the distance fee ($36.00 per credit hour) that is currently be charged for all mediated and Zoom Hybrid coursework.

C. Projected Surplus/Deficit
This AAS degree would nicely dovetail into the Bachelor of Science in Career and Technical Education. Additionally, the cost of this degree is already covered since all the courses are already being taught as a part of the BSCTE. This would allow more effective and efficient use of the resources that are currently being used on the BSCTE.

Attachment

Proposed Associate of Applied Science in Career and Technical Education

Credit Hour Requirements for Associates of Applied Science in Career and Technical Education	
Content Specific Technical Courses (Taken at any accredited post-secondary institution)	18 hours
General Education Courses (Taken at any accredited post-secondary institution)	15 hours
Career and Technical Education Courses (Taken from PSU)	27 hours
Total Hours for an AAS degree in CTE	**60 hours**
Recommended General Education Courses for the AAS in CTE	
Pittsburg State University Equivalent	Credit Hours
COMMUNICATIONS (6 hours) ENGL-101 English Composition (3 hours) COMM-207 Speech Communications (3 hours)	6
SOCIAL AND BEHAVIOR SCIENCE (3 hours) PSYCH-155 General Psychology (3 hours)	3
MATHEMATICS AND SCIENCE (3 hours) MATH 113-College Algebra (3 hours) or Chemistry, Biology, or Physics class	3
HUMANITIES (3 hours) Art, Foreign Language, History, Literature, Music, Philosophy or Theatre (3 hours)	3
Total General Education Hours	**15**
Technical Education Courses from PSU	Credit Hours
27 hours from the following courses	27
TTED 193 Workshop for Beginning CTE Teachers (3 credit hours) TTED 308 Laboratory and Shop Safety (3 credit hours) TTED 445 Development of a Unit Study Guide (3 credit hours) TTED 697 Identification and Instruction of Students with Special Needs (3 credit hours) TTED 479 Techniques for Teaching CTE (3 credit hours) TTED 694 Foundations of CTE (3 credit hours) TTED 780 Classroom Management in CTE (3 credit hours) TTED 391 Student Assessment Development in CTE (3 credit hours) TTED 695 Using Technology as an Instructional Tool (3 credit hours) TTED 698 Leadership and Professionalism in CTE (3 credit hours) TTED 607 Student Leadership Development in CTE (3 credit hours) TTED 608 Components of Work-based Learning in CTE (3 credit hours) TTED 720 Project Based Learning in CTE (3 credit hours) TTED 731 Adult Learners (3 credit hours) TTED 201 Occupational Work Experience (12 credit hours)	
Total Technical Education Hours	**27**
CTE Specific Courses from Community or Technical College	Credit Hours
CTE or Occupational Specific Courses (Taken at any accredited post-secondary institution)	18
Total Content Specific Hours	**18**