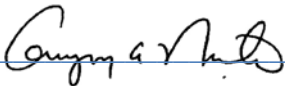


New Program Request Form

CA1

General Information

Institution submitting proposal	Salina Area Technical College
Name, title, phone, and email of person submitting the application (<i>contact person for the approval process</i>)	Gregory A. Nichols, President 785-309-3182 greg.nichols@salinatech.edu
Identify the person responsible for oversight of the proposed program	Stanton Gartin, Vice President of Instruction
Title of proposed program	Fire Science – Certificate B
Proposed suggested Classification of Instructional Program (CIP) Code	43.0203 Fire Science/Firefighting
CIP code description	A program focusing on the theory and practice of fires and firefighting. Includes instruction in fire chemistry and physics, combustible materials, computer science, building construction, fire codes and related laws, fire hydraulics fire command, fire prevention/inspection, fire protection systems, fire suppression systems, fire/arson investigation, occupational safety, equipment operation, emergency medicine and communications.
Standard Occupation Code (SOC) associated to the proposed program	33-2011 Municipal Firefighters
SOC description	Control and extinguish fires or respond to emergency situations where life, property, or the environment is at risk. Duties may include fire prevention, emergency medical service, hazardous material response, search and rescue, and disaster assistance.
Number of credits for the degree <u>and</u> all certificates requested	Technical Certificate B/33 credit hours
Proposed Date of Initiation	January 2021
Specialty program accrediting agency	NA
Industry certification	At the completion of the program, students: <ul style="list-style-type: none"> • test at the KU Fire Rescue Training center, which is the approved site for the International Fire Service Accreditation Congress. If successful, they earn IFSAC certification in Firefighter I, Firefighter II, and Haz-Mat Awareness. • are prepared to sit for the Emergency Medication Technician certification offered through the National Registry of Emergency Medical Technicians and the Kansas Board of EMS.

Signature of College Official  Date 9-2-2020

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 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. The Fire Science program provides students with the knowledge, framework, and practical experience to become a firefighter and Emergency Medical Technician. These types of public service careers are essential to the safety and well-being of the citizens in the community and region.
- List and describe the admission and graduation requirements for the proposed program.

Admission Requirements:

The Fire Science program is currently open to any Salina South High School junior or senior. The college hopes to make this program available to any interested student in the future.

Graduation Requirements:

To be eligible to graduate, a student must:

- Complete all required units of instruction and all required assessments.
- Earn a grade of C or higher in all courses.
- Earn at least 15 credits from Salina Tech.
- Ensure that all official college or military transcripts for any previously earned transfer credits are received at Salina Tech the academic year in which the student intends to graduate.

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.

The job outlook for municipal firefighters is stable. Once an individual has the necessary certifications and training, job opportunities exist with annual entry level wages starting at \$24,522, annual median wage at \$36,248, and annual experienced wage at \$44,137. Pay varies based on the size of community or city one seeks employment in.

The Kansas Department of Labor, Long-term Occupation Projections 2016-2026, indicate a state-wide change of employment for Firefighters of 6.6% with the typical education needed for entry as a postsecondary non-degree award. Annual openings equate to 272 jobs per year.

Copied below are segments of a recent announcement from the City of Salina showing two firefighter openings and their respective salary range. The starting salary for a Firefighter/EMT is \$41,122 - \$46,117; significantly higher than the state average.



EMPLOYMENT OPENINGS

City of Salina offers excellent benefits including: Dental, health, life, disability, & prescription coverage; vacation, sick, & holiday pay; retirement plan. Position descriptions are available at the City of Salina's website at www.salina-ks.gov. Starting salary is dependent upon qualifications. Veterans Preference Eligibility Request forms available & veterans must provide copy of DD214. Contact: Human Resources Department, 300 W. Ash, Room 200, P.O. Box 736, Salina, KS 67402-0736, (785) 309-5710 Office (785) 309-5711 Fax. Text 'City Jobs' to 81680. A link to the latest job openings will be sent to your phone. Apply at www.jobs.salina-ks.gov. Applications are required for each position & must be fully complete & correct. Email is used throughout the hiring process.

FIREFIGHTER / PARAMEDIC

Applications accepted for hiring pool-Fire Department- Duties: Provides advanced life support services & renders medical treatment in emergency situations; engages in fire suppression & fire prevention activities to protect & safeguard lives & property. Education: High school diploma or G.E.D. Certification Requirements: National Registry or Kansas Paramedic certification & maintain certification including current Advanced Pediatric Life Support Certification & ACLS; Candidate Physical Ability Test (CPAT) within prior year; current written Fire Service Exam with a score of 70% or better within the prior two years; Firefighter 1 & 2 with Hazmat Operations certifications in the State of Kansas or equivalent International Fire Service Training Association with International Fire Service Accreditation Congress (IFSAC) or Pro Board Certification; NIMS 100,200,700,800. Requirements: Must be eighteen (18) years of age at time of appointment; must live within 40-minutes response time; must possess a valid Kansas Class B driver's license, or obtain within (1) one year of appointment; must pass the city's pre-employment requirements relative to background check, pre-employment physical, & drug screening prior to final job offer. Successful candidates are prohibited from smoking or using tobacco products at any time, on or off the job. Starting pay: \$46,592-52,183/yr. (Full pay range: \$46,592-74,464/yr.)

FIREFIGHTER / EMT

Applications accepted for hiring pool-Fire Department-Duties: Responds to fire alarms & other emergency calls to protect life & property by combating, extinguishing & preventing fires; gives basic life support care to sick or injured persons; participates in fire prevention programs, inspection, training activities, maintenance of fire & EMS apparatus & equipment & stations. Education: High school diploma or G.E.D. Certification Requirements: National Registry or Kansas EMT certification & maintain certification; Current Candidate Physical Ability Test (CPAT) within prior year; Current written Fire Service Exam with a score of 70% or better within the prior two years; Firefighter 1 & 2 with Hazmat Operations certifications in the State of Kansas or equivalent International Fire Service Training Association with International Fire Service Accreditation Congress (IFSAC) or Pro Board Certification; NIMS 100,200,700,800. Requirements: Must be eighteen (18) years of age at time of appointment; must live within 40-minutes response time; must possess a valid Kansas Class B driver's license, or obtain within (1) one year of appointment; must pass the City of Salina's pre-employment requirements relative to background check, pre-employment physical, & drug screening prior to final job offer. Successful candidates are prohibited from smoking or using tobacco products at any time, on or off the job. Starting pay: \$41,122-46,117/yr. (Full pay range: \$41,122-65,707/yr.)

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

SALINA FIRE DEPARTMENT
222 W. Elm
Salina, KS 67401



TELEPHONE . (785) 826-7340
FAX . (785) 826-7346
TDD . (785) 309-5747

To: Greg Nichols
President SATC

Mr. Nichols,

Salina Fire Department recognizes the importance of developing these young adults and getting them a “jump start” to their career in the Fire Service.

Salina Fire Department as well as Saline County Fire District #5 will continue to support the needs of this program with fire apparatus, equipment as well as use of the City of Salina Training Tower for practical learning sessions that take place throughout the school year.

The use of equipment donated to Salina Tech for the program continues to grow each and every year as well as the program itself. These departments will continue to support the program with the use of apparatus, hose, nozzles, and other related PPE when needed.

To say the least this is a great program and the future looks very bright for these young students. Over the last couple of years I was very pleased to be associated with this venture and look proudly to the future myself.

Once again both the City of Salina and Saline County Fire Departments will continue to support the needs of this program without hesitation.

Respectfully submitted,

David Turner
Battalion Chief, Salina Fire Shift #2
Chief, Saline County Fire District #5

CITY MANAGER'S OFFICE
Michael D. Schrage
City Manager
300 West Ash · P.O. Box 736
Salina, Kansas 67402-0736



TELEPHONE · (785) 309-5700
FAX · (785) 820-5711
TDD · (785) 309-5747
E-MAIL · mike.schrage@salina.org
WEBSITE · www.salina-ks.gov

March 5, 2020

Stanton Gartin
Vice President of Instruction
Salina Area Technical College
2562 Centennial Rd.
Salina, KS 67401

Dear Mr. Gartin,

On behalf of the City of Salina, I would like to express my support for Salina Area Technical College's (SATC) Fire Science program. Currently, public service agencies across the country have a great need for eligible and well-educated individuals. It has become increasingly difficult to locate individuals interested in this line of work due to the inherent dangers and level of certifications necessary to be employed in our department. We hire fire fighters who are also trained emergency medical technicians. The program at Salina Tech has been vetted through an advisory board that our fire fighters participated in and our fire fighters help train for the field.

We believe the unique partnership between the City of Salina, USD 305, and SATC to provide high school students with education in public service fields serves to benefit the community into the future. In addition, the local agencies that build relationships with high school students, who desire a career in the field of public service, may be more inclined to return to that agency and become long-term employees after they graduate from college. I see the SATC Fire Science program as a way for local high school students to closely interact and build relationships with our staff. Then once these students have completed their formal education, we hope they consider Salina for their fire-fighting career. We enthusiastically support this certification option for the students.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael D. Schrage", is written over a horizontal line.

Michael D. Schrage
City Manager

cc: Greg Nichols, President & CEO, Salina Area Technical College



July 25, 2017

Gregory A. Nichols, President
Salina Area Technical College
2562 Centennial Road
Salina, KS 67401

Dear Mr. Nichols,

On behalf of Unified School District #305, I am pleased to write in support of Salina Area Technical College implementing a full A.A.S. Police Science program and Fire Science Certificate. Our district is dedicated to providing students with the skills to be successful after graduation. Recently, a major focus has been strengthening career and technical education, which includes increasing the number of career pathways and technical courses available to students. This expansion addresses not only a wider variety of student career interests but the future employment needs of our state and our local community.

In particular, the area of Law, Public Safety, and Security, has become increasingly relevant to our high school students and vital to the Salina area. This area encompasses two pathways: Corrections, Security Law, and Law Enforcement Services; and Emergency and Fire Management Services. Our district has started developing a course sequence that will introduce students to these career fields, provide essential skills, offer training related to specific occupations, and eventually, certifications: all the necessary prerequisites to successfully pursue postsecondary training and/or entry-level careers in these fields immediately after graduation.

Beginning in the 2017-18 school year, the district will offer Introduction to LPSS (Law, Public Safety, and Security), which is aligned to the standards developed by regional industry professionals assembled by the Kansas State Department of Education. This class will be taught by USD #305 teachers at both high schools.

Beginning in 2018-19, Salina High School South will provide training facilities and equipment storage for Fire Science courses taught by SATC faculty. Students from both high schools will have the opportunity to earn dual credit and Firefighting certification through these courses.

In Kansas and across the United States, employment opportunities for firefighters, fire inspectors, paramedics, law enforcement officers, criminal investigators, security personnel, Emergency Medical Technicians, and other related careers, will continue to increase by 2022 (Kansas Occupational Outlook Study and National Employment Occupational Outlook Handbook). USD #305 welcomes a partnership with SATC that will help increase the number of dedicated and highly qualified men and women entering these critical occupations.

Sincerely,

A handwritten signature in black ink that reads "Linn M. Exline". The signature is written in a cursive, flowing style.

Linn M. Exline
Executive Director of School Improvement
Salina Public Schools

Salina Public Schools

Unified School District 305
www.usd305.com

PO Box 797
(785) 309-4700

Salina, KS 67402
FAX: (785) 309-4737

SALINA Airport *Authority*

Chairman
Al Eichelberger

Vice Chair
Kristin Gunn

Secretary
Troy L. Vancil

Treasurer
Brian Weisel

Past Chairman
Kent Buer

Executive Director Timothy F. Rogers, A.A.E.

Dir. of Administration & Finance Michelle R. Swanson, C.M. **Dir. of Facilities & Construction** Kenny R. Bieker

Manager of Operations David Sorell **Business & Communications Manager** Kasey L. Windhorst **Board Attorney** Greg A. Bengtson

April 29, 2020

Stanton Gartin
Salina Area Technical College
2562 Centennial Road
Salina, KS 67401

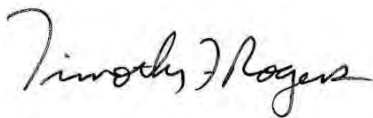
Dear Mr. Gartin,

The Salina Airport Authority supports the Technical Education Authority and the Kansas Board of Regents action to approve the certificate in Fire Science. The Fire Science program is a community collaboration between the city, school district, and the technical college. This unique partnership allows students to work toward a career in fire science as early as possible. The college has worked with its peer institution Hutchinson Community College to create an articulation into the HCC fire science program for completion of an associate of applied science.

With the level of collaboration that the college has pursued in this matter, I am confident that their students will be fully prepared to enter the workforce as a first responder upon your approval. Salina Airport Authority is supportive of this program and will support the sustainment of the program in our community.

Sincerely,

Salina Airport Authority



Timothy F. Rogers, A.A.E.
Executive Director

- 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 CAI materials for review purposes. The agreement will not be published or posted during the comment period.
 None at this time.

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.

Law, Public Safety, Corrections & Security — Academic Year 2018

CIP Code	Program Name	Institution	Award	Total # Declared Majors	Total # Concentrators	Total # Pursuing Additional Education	Total # Graduates	Total # Graduates Exited	Total # Graduates Exited and Employed	Average Wage: Graduates Exited and Employed	Median Wage: Graduates Exited and Employed
43.0203	Fire Science/Fire-Fighting	Butler Community College	ASSOC/CERT	104	44	40	10	9	8	\$32,169	\$35,858
	Fire Science/Fire-Fighting	Coffeyville Community College	ASSOC/CERT	24	9	13	^	^	^	NR	NR
	Fire Science/Fire-Fighting	Cowley Community College	ASSOC/CERT	12	7	5	^	^	^	NR	NR
	Fire Science/Fire-Fighting	Dodge City Community College	ASSOC/CERT	10	6	^	^	^	^	NR	NR
	Fire Science/Fire-Fighting	Garden City Community College	ASSOC/CERT	25	16	13	^	^	^	^	^
	Fire Science/Fire-Fighting	Hutchinson Community College	ASSOC/CERT	227	129	95	37	29	27	\$40,673	\$37,570
	Fire Science/Fire-Fighting	Johnson County Community College	ASSOC/CERT	52	^	16	^	^	^	^	^
	Fire Science/Fire-Fighting	Kansas City Kansas Community College	ASSOC/CERT	107	39	42	9	8	8	\$63,624	\$54,761

- Was collaboration with similar programs pursued:
 - Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

Yes, Salina Area Technical College and Hutchinson Community College signed a Memorandum of Understanding that enables SATC fire science students to transfer 27 credits towards HCC’s Associate of Applied Science degree in Fire Science.

Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.

ALH 120 Emergency Medical Technician 12 credits

(Prerequisite: age 17, current immunizations) This program is designed for individuals interested in providing care to patients in the pre-hospital setting. The course presents the information, skills, and attitudes necessary for certification as an Emergency Medical Technician (EMT) in the State of Kansas and National Registry of EMT’s. This course addresses objectives and techniques that are the responsibility of the EMT according to the National Educational Standards, as enriched and adopted by the Kansas Board of EMS as the Kansas EMT Educational Standards. The program consists of didactic (lecture) instruction, practical skills training, and clinical experience. (Note: A student must earn a minimum of 75% to pass.)

FIR 100 Introduction to Fire Science 3 credits

Provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government ; laws and regulations affecting the fire service; fire service nomenclature ; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

FIR 110 Hazardous Material 3 credits

The course offers an operational level component and application of hazardous materials. Content includes identification and classification of hazardous materials, physical and chemical properties of hazardous materials, planning, mitigation, and response to hazardous materials incidents. The course utilizes the analysis of case history and the application of learned principles to simulated exercises.

FIR 115 Firefighter I 3 credits

This course meets all requirements for Firefighter I certification. Students will be provided the opportunity to take the third-party certification test.

For a lecture class, one credit is considered to be one hour of lecture class time and two hours per week of work outside of class. For the typical three credit hour class, a student spends three hours per week in class and should expect to complete at least six hours per week of work outside of class.

FIR 116 Firefighter II 3 credits

This course meets all requirements for Firefighter II certification. Students will be provided the opportunity to take the third party certification test.

Students will train in department organization, safety, fire behavior, portable extinguishers, personal protective equipment, tools, ladders, fire hose, appliances and streams, overhaul, rescue and water supplies.

Additionally students will learn about fire alarms and communications, forcible entry, ventilation, ropes, control, salvage, cause and origin, detection, alarm and suppression systems, prevention, public education, cause determination, building construction, emergency medical care and hazardous materials. Upon successful completion of this course students will take the Firefighter II Certification Test and be prepared for entry level positions in Firefighting.

FIR 121 Fire Science Hydraulics and Water Supply 3 credits

This course will provide the basic knowledge to understand and identify the principles of hydraulics when applied to fire protection and fire operations. Students will be able to identify fluid in motion, water supplies, fire pump operation, fire suppression systems and types of fire service pumps.

PSS 100 Introduction to Public Service Careers 3 credits

(Only offered to USD 305 high school students) This course develops a realistic awareness and understanding of law and public safety careers using research and hands-on student projects. The case study approach to all five career cluster pathways gives students an understanding of the fact that there are strong connections between what classroom knowledge and skills mean when they are applied to everyday life. The course includes exploring connections between the corrections system and anger, dropouts and chemical dependency; emergency management responding to a fire and unidentified hazardous materials and using the Incident Command System; security in

cyberspace, national security and electronic crime; using law enforcement to solve a cold case, evaluate conditions of employment and analyze historical cases; reliable evidence, the RICO act and rules of evidence in legal services.

PSS 101 Introduction to Emergency Communications 3 credits

This course provides an introduction. This position is typically tasked with receiving, processing, transmitting, and conveying public safety information to dispatchers, law enforcement officers, firefighters, emergency medical, and emergency management personnel. This course seeks to define training and certain knowledge and skills for various public service agencies as related to emergency communications.

- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
Not Applicable
- 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.

Course Prefix & No.	Course Name	Credits	
PSS 100	Introduction to Public Safety Careers	3	Fall Jr. Year
PSS 101	Introduction to Emergency Communications	3	Fall Jr. Year
FIR 100	Introduction to Fire Science	3	Spring Jr. Year
ALH 120	Emergency Medical Technician	12	Summer between Jr. & Sr. Years
FIR 110	Hazardous Material	3	Fall Sr. Year
FIR 121	Fire Service Hydraulics and Water Supply	3	Fall Sr. Year
FIR 115	Firefighter I	3	Spring Sr. Year
FIR 116	Firefighter II	3	Spring Sr. Year

- 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
 Not Applicable

Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program.
In technical education programs faculty minimums are:
 - an earned AAS degree in the technical field plus three (3) years’ relevant work experience, or
 - an industry recognized credential in the technical field plus five (5) years’ relevant work experience.

Each faculty member in the SATC fire science program have the necessary industry certifications and work experience to teach in the program. They are all current employees of the Salina Fire Department and SATC adjunct faculty. Faculty teaching the Public Safety (PSS) courses are likewise qualified and are employees of the Salina Police Department. Those teaching Emergency Medical Technician are certified EMT’s with appropriate experience.

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.).

The fire science certificate originated with a partnership involving public safety pathway with Salina schools. The college and school district have partnered for two years already. USD 305 and SATC have an agreement to offer this program in their facilities (Salina South High School) under the MOU agreement. The agreement involved a local certificate but has expanded to include courses that firefighters need for most jobs, Emergency Medical Technician. Since Salina Tech offers the EMT courses already, there are no additional costs associated with the Certificate request. The certificate request is inclusive of the EMT course as most departments will hire firefighter/EMT professionals.

The city fire department is allowing their off-duty fire trainers to work as adjunct instructors. Hands-on training is provided at the various Salina Fire Department stations and using their equipment. As a result, SATC has been able to offer this program at a relatively low cost and investment. In addition to instructor costs, the college budgets \$2000 for operating expenses and \$3600 for Personal Protective Equipment (PPE) for students in the program. The college would like to move the program from the high school to the SATC campus at some point in the future.

- Provide detail on **CA-1a form**.
Included with application.
- Describe any grants or outside funding sources that will be used for the initial start up of the new program and to sustain the proposed program.
Not applicable.

Program Review and Assessment

- Describe the institution’s program review cycle.
The college reviews programs annually via its Institutional Dashboard. Each program is individually reviewed by the Board of Trustees every three years.

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)

**Public Safety Pathway/FIR
And PLS Advisory Board
November 19th, 2019**

Call to order	The Salina Area Technical College POLICE SCIENCE/PUBLIC SAFETY PATHWAY Advisory Board met November 19 th , 2019 at 1:00 pm with the following members present: Curtis Stevens (USD 305), Angela Fuller-chair (Salina Police Department), Allan Lyton (Kansas Highway Patrol), Sean Morton (Salina Police Department), David Turner (Salina Fire Department), David Griffith (Salina Fire Department), David Cooper (USD 305), Kevin Royce () Staff Present: Greg Nichols (President), Stanton Gartin (VPI), Alisha Jester (recording secretary).
----------------------	--

Approval of Agenda	Motion by Angela Fuller, second by Allan Lyton to approve the agenda as presented. Motion carried 10/0
Old Business	<ol style="list-style-type: none"> 1) Public Safety Pathway/FIR Updates <ol style="list-style-type: none"> a. Scheduling Program Guides – adjustment to the Pathway enrollment guide to be made to reflect pathway choice after Fall semester of junior year. EMT listed as “encourage” also updated. 2) PLS Updates <ol style="list-style-type: none"> a. Scheduling Program Guides 3) MOU with HCC <ol style="list-style-type: none"> a. USD 305 personnel indicated it would be beneficial to them if the students in the program earned a college certificate. After discussion, the committee voted 10/0 to have the college begin looking into certificate for fire science.
New Business	<p>Approval of the following suggested textbooks:</p> <ol style="list-style-type: none"> 1) PLS 130 – Agency Administration – Criminal Justice Organization Administration and Management - 9781285459011 2) PLS 150 – Psychology of Crime – Wrightsman’s Psychology and the Legal System – 9781337679077 <p>10/0 approval for both textbooks</p>
Evaluation Forms	Completed: yes / no
Adjournment	Meeting was adjourned at approximately 2:30 pm

o Curriculum Committee



Academic Affairs Committee

Minutes

Date: January 10, 2020

Time: 9:15 am

Location: A131

Voting Members Present: Lara D, James K, Mike P, Brian H, DeLoss D, Eric V, Brooke H, Tom C, James H, Julie A,

Voting Members Absent:

Others Present: Stanton G, Denise H, Paige J

- 1) Approval of Agenda
 - a) 1st Parker, 2nd Hawley, Passed Unanimous; 11-0

- 2) Approval of November 11, 2019 minutes
 - a) 1st Allen, 2ndDulhery, Passed Unanimous; 11-0

- 3) Approval of Results of the Online Voting for PLS 150 and PLS 170 Textbook Changes
1st Parker, 2nd Duloherly, Passed Unanimous; 11-0

Record:

- Voting in Favor of updating the textbooks:
 - (a) Knapp, Parker, Duran, Hitchens, Hawley, Duloherly, Vannoy
- Abstaining from the online vote:
 - (a) Allen, Horner, Conway

4) PSS certificate approval (separate for Fire Science)

- a) Discussion: Public Safety Pathway for USD305 only. The high school asked for the development of this certificate. Fire Science Advisory Council asked for this and helped create it. Align with HCC Fire Science for 27 credits up to the final credits taught at HCC.
- b) 1st Hawley, 2nd Parker, Passed Unanimous; 11-0

o **Governing Board**

(including a list of all Board members and indicate those in attendance at the approval meeting)

**SALINA AREA TECHNICAL COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
January 27th, 2020**

Call to Order

The Board of Trustees of Salina Area Technical College met Monday, January 27, at 5:30 p.m. at Salina Area Technical College, 2562 Centennial Road, with the following members present: Kristin Nulik, Brian Blackwood, Jeff Montgomery, Dustin Pestinger, Jeff Shamburg, Mike McCall, Freida Mai-Weis, Alysia Starkey and LuAnn Puvogel.. Others present: President Greg Nichols, VP of Instruction Stanton Gartin, VP of Administrative Services Stanton Gartin, Math Instructor James Knapp, John Schwartz with Future Energy Solutions.

Approval of Agenda

Chair Nulik said changes were needed to the printed agenda, to add a presentation by Future Energy Solutions as part of Public Comment, and a staff resignation to the Consent Agenda. Motion by Jeff Shamburg, second by Mike McCall to approve the agenda as amended. Motion passed 7-0.

[Frieda Mai-Weis and Brian Blackwood arrived at the meeting.]

Public Comment

John Schwartz of Future Energy Solutions made a presentation about the company and proposed conducting an energy audit of Salina Tech. Future Energy Solutions works with companies and institutions to reduce their energy costs. He is seeking approval to conduct an energy audit of the campus; if the audit determines it's feasible, FES would propose installing new lights, with the college paying FES 75 percent of the energy savings

over a 15-year period. After a question was raised about Salina Tech leasing the buildings from USD 305, Schwartz said he would want to review that lease contract before proceeding. Board member Jeff Shamburg asked whether other companies would be given an opportunity to submit proposals. Motion by Brian Blackwood, second by LuAnn Puvogel, to let the company proceed with an energy audit. Motion passed 6-3.

Consent Agenda

Motion by Dustin Pestinger to approve the minutes of the November 25, 2019 meeting; seconded by Frieda Mai-Weis. Motion passed 9-0.

Motion by LuAnn Puvogel to approve the minutes of the December 16, 2019 meeting; seconded by Frieda Mai-Weis. Motion passed 9-0.

Motion by Jeff Shamburg to accept the resignation of Rachel Bieker, Concurrent Enrollment Specialist; seconded by LuAnn Puvogel. Motion passed 9-0.

Monitoring Reports

Monthly Financial Report: President Nichols presented the monthly financial report for December using the modified format suggested at a previous meeting. He noted that generally very little revenue comes in during December. No questions or comments regarding the financial report.

Action Agenda

President Nichols presented a request to offer a Certificate B in Fire Science. He explained that this was part of the Public Service pathway and previously the Board approved a certificate and AAS degree in Police Science. This request benefits USD 305 as they are required to track their students for two years following graduation and one of their performance measures includes the number of students who have completed a post-secondary credential. He explained that currently, this program is offered at Salina South High School and is taught by Salina Fire Department personnel. This certificate includes all the courses listed in the transfer articulation agreement the college signed with Hutchinson Community College. Motion by Dustin Pestinger to approve the offering of a Certificate B in Fire Science; seconded by Alysia Starkey. Motion passed 9-0.

President Nichols presented the 2020-2021 Academic Calendar for approval. The calendar fulfills the required days of teaching and professional development as stated in the Faculty Negotiated Agreement. Motion by LuAnn Puvogel to approve the 2020-2021 Academic Calendar; seconded by Frieda Mai-Weis. Motion passed 9-0.

Information Items

President Nichols shared the following information in his monthly report.

- The college hosted a pre-holiday bowling activity for employees and there was a good turnout and participation.
- The January In-Service included DiSC training for all employees. The college hopes to continue this discussion at future in-service events.

- The college was able to re-negotiate the contract and obtain the needed Wireless Access Points for campus. They were installed in early January.
- The Higher Learning Commission steering committee has been meeting and we appreciate the outstanding job Ryan Weber is doing chairing this committee. The Board will need to conduct a self-evaluation in the next six months as we prepare for the fall visit.
- The maintenance staff did a great job refinishing the main hallway floors before spring semester started.
- We are in the planning stages of preparing for the nursing pinning ceremony and graduation in early May.
- Long-McArthur Ford will be donating a 2015 Ford Focus to the automotive program later this week.
- The college received a \$25,000 JIIST grant to obtain the Autel Advanced Driver Assistance System for the automotive and auto collision repair programs.
- The college has decided to use any Match Madness funds to help support the summer camp for kids and the student emergency fund.
- President Nichols presented a Powerpoint presentation on the Cost Reimbursement Model. It showed that the state only provides about 44% of the actual costs.
- The Board Chair retreat will be February 19 in Topeka. Kristin Nulik cannot attend, would anyone else like to represent SATC at this event?

Adjourn

Moved by LuAnn Puvogel to adjourn the meeting; seconded by Frieda Mia-Weis. Motion passed 9-0. Meeting adjourned at 7:23 pm.

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 Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Institution: Salina Area Technical College

Proposed Program: Fire Science – Technical Certificate B

<u>IMPLEMENTATION COSTS</u>				
Part I. Anticipated Enrollment		Implementation Year 2020-2021		
Please state how many students/credit hours are expected during the initial year of the program?				
		Full-Time	Part-Time	
A. Headcount:		0	12	
Part II. Initial Budget		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#0	\$0	\$0	
Part-time/Adjunct	#2	\$15,800	\$0	Op Grant, Excel CTE
		Amount	Funding Source	
B. Equipment required for program		\$3200	Local Equipment budget	
C. Tools and/or supplies required for the program		\$0		
D. Instructional Supplies and Materials		\$250	Local supply budget	
E. Facility requirements, including facility modifications and/or classroom renovations		\$0	Local USD partnership	
F. Technology and/or Software		\$0	Existing resources/USD partnership	
G. Other <i>(Please identify; add lines as required)</i>				
Total for Implementation Year		\$19,250		
<u>PROGRAM SUSTAINABILITY COSTS (Second and Third Years)</u>				
Part I. Program Enrollment		Second and Third Years 2021-22, 2022/23		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time	Part-Time	
A. Headcount:		--	24	
Part II. Ongoing Program Costs		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#	\$	\$	
Part-time	#2	\$31,600	\$0	State Operating Grant, Excel in CTE
		Amount	Funding Source	
B. Equipment required for program		\$6,400	Equipment budget	
C. Tools and/or supplies required for the program		\$0		
D. Instructional Supplies and Materials		\$500	Local supply budget	
E. Facility requirements, including facility modifications and/or classroom renovations		\$0	Local USD partnership	
F. Technology and/or Software		\$0	Existing resources/USD partnership	
G. Other <i>(Please identify; add lines as required)</i>				
Total for Program Sustainability		\$38,500		

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Please indicate any additional support and/or funding for the proposed program:

This program was created from a partnership with the City of Salina, USD 305 Salina, and Salina Area Technical College. The entities worked from a needs analysis conducted at the local USD indicating a pathway for public safety at the local High Schools. The USD approached the college who initially declined participation around 2014 or 2015. After gaining accreditation and fiscal stability, the college reengaged with the USD to pursue the partnership opportunity. The entities met and formed an advisory group to determine the feasibility and promoted the concept of a few classes to get students ready to enter into the fire science career field. After working together, the advisory board and USD 305 requested that the college pursue a technical certificate to enhance the student ability to obtain employment after graduation from high school. This necessitated a conversation with Hutchinson Community College that resulted in a working relationship on transfer into the HCC AAS in Fire Science transfer agreement. As part of the agreement working together, USD provides instructional facilities at no charge for classes being held on their campus site. The college provides the instruction services with adjunct instructors. The city provides limited use of equipment when available for training students on the USD facility.

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.

Institution Name:	Salina Area Technical College
Program Title:	Fire Science
Program CIP Code:	43.0203

*Please list all fees associated with this **program**:
 Only list costs the institution **is** charging students.*

Fee	Short Description	Amount
Uniform	Student uniform fee	\$ 25.00
Uniform	Student uniform fee	\$ 25.00
Testing	EMT exam fee	\$ 314.00

*Please list all courses within the program and any fees associated to those **courses** :
 Only list costs the institution **is** charging students. Do not duplicate expenses.*

Course ID	Short Description	Amount
FIR100	Introduction to Fire Science	\$ 25.00
FIR110	Hazardous Materials	
FIR 115	Firefighter I	
FIR 116	Firefighter II	
FIR 121	Fire Science Hydraulics and Water Supply	
PSS100	Introduction to Public Service Careers	
PSS101	Introduction to Emergency Communications	
ALH120	Emergency Medical Technician	\$ 339.00

*Please list items the student will need to purchase on their own for this program:
 Institution **is not** charging students these costs, rather students are expected to have these items for the*

Item	Short Description	Estimated Amount
Textbook	FIR 100 ebook	\$ 25.00
Textbook	FIR 110 book	\$ 60.00
Textbook	PSS 101 book	\$ 95.00
Textbook	FIR115 book	\$ 95.00
Textbook	FIR 121 book	\$ 60.00
Textbook	ALH120 book	\$ 120.00

Total	\$ 728.00
--------------	------------------

Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21st 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 21st Century Act

CA-1c Form (2020)

Name of Institution	Salina Area Technical College
Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i>	Gregory A. Nichols, President 785-309-3182 greg.nichols@salinatech.edu
Name, title, phone, and email of the Perkins Coordinator	James Knapp, Mathematics Instructor, 785-309-3135, james.knapp@salinatech.edu
Program Name	Fire Science
Program CIP Code	43.0203
Educational award levels <u>and</u> credit hours for the proposed request	Technical Certificate – 33 credit hours
Percentage of tiered credit hours for the educational level of this request	27/33 credit hours = 81.8%
Number of concentrators for the educational level	0
Does the program meet program alignment?	NA
Justification for conditional approval: <i>(this section must reference information found within the Local Needs Assessment)</i>	The local needs assessment references data from the Kansas Department of labor which indicates an annual need of 14 in fire science and 21 in emergency services/paramedic (pages 39-40). The program leads to both certifications which is in high demand.

Signature of College Official  Date 8/6/2020

Signature of KBOR Official _____ Date _____