

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

The January 22, 2020 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Capitol Plaza Hotel, 1717 SW Topeka Blvd., Homestead Room, Topeka, Kansas.

Members Present

Rita Johnson	Tiffany Anderson
Mike Johnson	Eddie Estes
Mike Beene	
Debra Mikulka	

Members Absent

Ray Frederick Jr., Chair	Delia Garcia
Jason Cox	Stacy Smith
Mark Hess	

Others Represented

Northwest Kansas Technical College	Salina Area Technical College
Hutchinson Community College	KSDE
Cowley Community College	Flint Hills Technical College
Manhattan Area Technical College	SKILLS USA
KACCT	Pratt Community College
Ft. Scott Community College	Coffeyville Community College
Washburn Institute of Technology	Highland Community College
Barton Community College	Seward County Community College
WSU Tech	

Kansas Board of Regents Staff Present

Scott Smathers	Lisa Beck
Connie Beene	Sue Grosdidier
Susan Henry	Eric Tincher
Chris Lemon	Vera Brown
Elaine Frisbie	Erin Guardiola

CALL TO ORDER

The meeting was called to order by Member M. Johnson, in Chair Frederick's absence, at 10:02 A.M.

APPROVAL OF MINUTES

Motion: Member Estes moved to approve the minutes of December 5, 2019. Following a second by Member Anderson, the motion carried.

REPORTS

Introductions

Member M. Johnson recognized Skills USA Director Becky Warren, who introduced this year's Skills USA state officers. Director Warren also shared that 16 of the community and technical colleges are currently on board with the Skills USA program.

Chair's Report

None.

Member Liaison Reports

None.

Vice President for Workforce Development Report

Member M. Johnson called on Vice President Smathers to provide Members with a Workforce Development report. Vice President Smathers reported he and Workforce Development staff have attended numerous meetings dealing with the need for direct support professionals and filling those vacancies. He has met with businesses and the Department of Commerce representatives on meeting workforce needs, met with Flint Hills Technical College for a radio interview, rotary presentation and tour of the Tyson plant, and met with the Dodge City Economic Development representative to discuss how the Southwest Kansas University initiative is progressing. He participated in discussions with KSDE regarding apprenticeships, internships and work-based learning. Vice President Smathers informed members that the new Strategic plan is nearing completion by KBOR and he will request that the plan then be presented to the TEA. He reported that he participated in the orientation of new Wichita State University President Jay Golden, and Dr. Golden is very supportive of partnering with community and technical colleges. He attended the Citizens Day Lunch with KSDE, various organization leaders and students. He reported that he and Workforce Development staff continue participating in multiple college visits for general discussions.

Report from the Community Colleges

Member M. Johnson called upon Seward County Community College President Trzaska to provide members with a report from the community colleges.

Report from the Technical Colleges

Member M. Johnson called upon Salina Area Technical College President Nichols to provide members with a report from the technical colleges.

CONSIDERATION OF DISCUSSION AGENDA

Advocacy and Marketing Committee

Career Technical Education Talking Points Brochure

Member M. Johnson called upon Advocacy and Marketing Committee Chair Estes to provide members with an update on the Career Technical Education Talking Points Brochure. Chair Estes requested that Member Anderson lead the discussion. Member Anderson thanked members for the input for the brochure and reported that the updates were finalized, and the brochure is ready for distribution. Member Anderson stated that she provided an electronic copy to Vice President Smathers, and he responded that it will be provided to TEA members and the community and technical colleges.

Governor Proclamation Update

Chair Estes asked Vice President Smathers to provide members with an update on the Governor's Proclamation for CTE month. Vice President Smathers reported that after reviewing the draft sent by the Governor's office, he requested some additional information be added, and at this time, he is waiting for response from the Governor's office on the signing date.

Chair Estes reminded members that he has assigned some of them speaker introduction duties at the Mid-America Workforce Summit beginning today.

Budget and Finance Committee

January Funding Distributions

Member M. Johnson reminded members that due to the timing of the KBOR meeting in January, the Budget and Finance Committee had been authorized to review and approve the January funding distributions to then recommend for approval by KBOR. He called on Vice President Frisbie to share the funding distributions as approved by KBOR. Vice President Frisbie informed members that the proposed distribution amounts presented below for January were calculated based on current FY 2020 enrollments and appropriations available to finance the program. The distributions are contingent upon the Board's assessment of each institution's performance pursuant to the performance agreement process. The Board approved these distributions during the January 15, 2020 board meeting.

Excel in CTE

Institution	FY 2020 Distribution for Fall 2019 Enrollment	FY 2019 (Prior Year) Reconciliation	FY 2020 Proposed Net January Distribution
Allen Community College	\$521,973	-\$27,009	\$494,964
Barton Community College	\$217,071	-\$6,765	\$210,306
Butler Community College	\$381,942	\$19,248	\$401,190
Cloud County Community College	\$173,948	-\$2,175	\$171,773
Coffeyville Community College	\$484,906	\$4,842	\$489,748
Colby Community College	\$221,047	-\$2,915	\$218,132
Cowley Community College	\$421,779	\$8,873	\$430,652
Dodge City Community College	\$206,466	-\$1,134	\$205,332
Flint Hills Technical College	\$1,203,077	\$12,438	\$1,215,515
Fort Scott Community College	\$564,455	-\$2,823	\$561,632
Garden City Community College	\$184,960	-\$5,358	\$179,602
Highland Community College	\$793,945	\$21,776	\$815,721
Hutchinson Community College	\$1,260,753	\$1,453	\$1,262,206
Independence Community College	\$136,652	\$2,920	\$139,572
Johnson County Community College	\$1,049,787	-\$10,637	\$1,039,150

Kansas City Kansas Community College	\$1,825,050	-\$38,449	\$1,786,601
Labette Community College	\$249,535	\$1,758	\$251,293
Manhattan Area Technical College	\$305,637	\$4,286	\$309,923
Neosho County Community College	\$665,426	-\$2,831	\$662,595
North Central Kansas Technical College	\$166,786	-\$232	\$166,554
Northwest Kansas Technical College	\$466,019	-\$2,330	\$463,689
Pratt Community College	\$211,388	-\$2,467	\$208,921
Salina Area Technical College	\$468,652	\$5,783	\$474,435
Seward County Community College	\$465,024	\$60,418	\$525,442
Washburn Institute of Technology	\$2,663,502	-\$11,276	\$2,652,226
WSU Campus of Applied Sciences & Technology	\$3,069,439	-\$27,394	\$3,042,045
Total	\$18,379,219	\$0	\$18,379,219

Accelerating Opportunity: Kansas

Institution	FY 2020 Distribution for Fall 2019 Enrollment	FY 2019 (Prior Year) Reconciliation	FY 2020 Proposed Net January Distribution
Allen Community College	\$0	\$0	\$0
Barton Community College	\$50,336	-\$2,123	\$48,213
Butler Community College	\$3,310	-\$356	\$2,954
Cloud County Community College	\$0	\$0	\$0
Coffeyville Community College	\$0	\$0	\$0
Colby Community College	\$36,080	\$0	\$36,080
Cowley Community College	\$1,722	\$0	\$1,722
Dodge City Community College	\$0	\$839	\$839
Flint Hills Technical College	\$0	\$0	\$0
Fort Scott Community College	\$3,432	-\$696	\$2,736
Garden City Community College	\$7,792	-\$71	\$7,721
Highland Community College	\$40,573	-\$1,081	\$39,492
Hutchinson Community College	\$0	\$1,229	\$1,229
Independence Community College	\$0	\$0	\$0
Johnson County Community College	\$10,961	-\$971	\$9,990
Kansas City Kansas Community College	\$5,720	\$0	\$5,720
Labette Community College	\$0	\$0	\$0
Manhattan Area Technical College	\$0	\$0	\$0
Neosho County Community College	\$0	-\$171	-\$171
North Central Kansas Technical College	\$0	\$0	\$0
Northwest Kansas Technical College	\$0	\$0	\$0

Pratt Community College	\$0	\$0	\$0
Salina Area Technical College	\$7,388	-\$1,111	\$6,277
Seward County Community College	\$10,360	\$6,659	\$17,019
Washburn Institute of Technology	\$145,173	-\$12,471	\$132,702
WSU Campus of Applied Sciences & Technology	\$27,341	\$10,324	\$37,665
Total	\$350,188	\$0	\$350,188

WIOA State Plan

Member M. Johnson called upon Senior Director Beene to provide members with an update on the WIOA State Plan. Senior Director Beene informed members that the Workforce Innovation and Opportunity Act (WIOA), which replaced the Workforce Investment Act of 1998, was signed into law in 2014 and took effect with a four-year state plan in 2015. Every four years, the plan is updated to reflect new policies, practices, and innovations, and is submitted by the core partners to their respective federal agencies.

The formula, which allocates state and federal funds, is as follows:

- Base Funding (30% of total funds)
 - Institutional Grant (17%)
 - All programs receive same amount
 - Enrollment (11%)
 - Based on three year rolling average
 - Need (2%)
 - Determined by eligible population at beginning of each grant cycle
- Performance Based Funding (70% of total funds)
 - Outcomes (45 %)
 - Average of the previous three years total outcomes
 - Quality Points (25%)

Performance Measures
Measurable Skill Gains
Transition to Postsecondary Education
Employment 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit
Employment 4th Quarter After Exit
Credential Attainment
Increase Involvement in Children’s Education
Increase Involvement in Children’s Literacy
College Readiness
Citizenship Skills
Left Public Assistance

Motion: Member Anderson moved to support the Workforce Innovation and Opportunity Act – Kansas State Plan 2020-2023. Following a second by Member Mikulka, the motion carried.

Technical Program and Curriculum Committee

Program Review Update

Member M. Johnson called upon Technical Program and Curriculum Committee Chair R. Johnson to provide members with a program review update. Chair Johnson reported that the Technical Program and Curriculum Committee has met since August 2019 and has reviewed existing career technical education programs pursuant to state law K.S.A. 74-32,402. Initially, the Program and Curriculum Committee examined programs with ten or fewer graduates exiting and employed over three years (AY15-AY17) of Kansas Training Information Program (K-TIP) data. As AY18 data became available, the committee expanded the data set to include four years of K-TIP data (AY15, AY16, AY17, and AY18).

Overall, thirty-seven CIP Codes were reviewed during the committee meetings in August, October, and November. As a result, staff compiled all recommendations into four categories:

- Four programs were phased out
- Five programs were recommended to utilize a more relevant CIP Code
- Eight programs were not recommended for Tiered Technical State Aid beginning AY22 (July 1, 2021)
- Twenty programs were recommended to be retained on a watch list and reevaluated this fall

Summary of Recommendations

CIP Codes to be phased out

<p>01.0906 Livestock Management 43.0109 Security and Loss Prevention 47.0103 Communications Systems Installation Repair Technology 51.0708 Medical Transcription</p> <p>Institutions using these CIP Codes no longer accept enrollments into these programs and have placed the programs into “Phase Out” status in the Kansas Higher Education Data System. No action required.</p>
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Programs recommended to utilize a more relevant CIP Code

<p>10.0301 Graphic Communications, General</p> <p>Sole institution running the CIP Code requested a CIP Code change to 10.0303 to be more consistent with other similar programs. The TEA Program and Curriculum Committee supports the institution’s request to modify the CIP Code from 10.0301 to 10.0303.</p>
<p>15.0614 Welding Engineering Technology</p> <p>The TEA Program and Curriculum Committee recommends the institution modify the CIP Code to the aligned Welding CIP Code (48.0508).</p>
<p>46.0415 Building Construction Technology</p> <p>Sole institution running this CIP Code was unaware the program was not utilizing the aligned program CIP Code (46.0201) and plans to correct. The system’s construction program is not a low performing program. The TEA Program and Curriculum Committee recommends the institution modify the CIP Code from 46.0415 to 46.0201 to be consistent with aligned programs.</p>

<p>51.2604 Rehabilitation Aide</p> <p>During the 2018-2019 review of CIP Codes ending in “99,” it was determined that an additional Rehabilitation Aide program exists in the state; however, it is utilizing CIP Code 51.2699. If this program used 51.2604, systemwide data would exceed 40 graduates exiting and employed. The TEA Program and Curriculum Committee recommends the program utilizing CIP Code 51.2699 modify to 51.2604. The CIP Code will be retained on a watch list and reevaluated every fall.</p>
<p>52.0409 Parts, Warehousing, and Inventory Management Operations</p> <p>Sole institution running this program is looking for a more accurate CIP Code. The TEA Program and Curriculum Committee recommends the CIP Code be retained on a watch list and reevaluated every fall.</p>

Programs not recommended for Tiered Technical State Aid beginning AY22 (July 1, 2021)

<p>01.0605 Landscaping and Grounds Keeping 01.1102 Agronomy and Crop Science 11.0301 Data Processing Technology 48.0503 Machine Shop Technology/Assistant 50.0406 Commercial Photography 52.1801 Sales, Distribution, and Marketing Operations, General 52.1803 Retailing and Retail Operations 52.0407 Business, Office Automation, Technology, Data Entry</p> <p>TEA Program and Curriculum Committee does not recommend these CIP Codes for Tiered Technical State Aid.</p>

Programs recommended to be retained as technical programs, on a watch list, and reevaluated every fall

<p>01.0102 Agribusiness/Agricultural Business Operations 01.0302 Animal Livestock Husbandry and Production 01.0307 Horse Husbandry/Equine Science and Management 01.1105 Plant Protection and Integrated Pest Management</p> <p>Board staff has requested additional information and assistance from the Kansas Department of Agriculture.</p>
<p>01.0308 Agroecology and Sustainable Agriculture 01.0401 Agricultural and Food Products Processing 22.0303 Court Reporting</p> <p>Currently, several programs using this CIP Code do not have four years of program/completion data. Four years of data should be available after the publication of the AY21 K-TIP report.</p>
<p>15.0303 Electrical, Electronic and Communications Engineering Technology 15.0612 Industrial Technology 41.0303 Chemical Process Technology</p> <p>Currently, several programs using this CIP Code do not have four years of program/completion data. Four years of data should be available after the publication of the AY22 K-TIP report.</p>

<p>10.0202 Radio and Television Broadcasting Technology 11.1004 Web/Multimedia Management and Webmasters 15.0405 Robotics Technology 15.0903 Petroleum Technology 51.2601 Health Aide 47.0302 Heavy Equipment Maintenance Technology</p> <p>The TEA Program and Curriculum Committee recommends retaining these CIP Codes on a watch list and reevaluating every fall.</p>
<p>15.0505 Solar Energy Technology</p> <p>Currently, two institutions are running programs using CIP Code 15.0505. Both institutions do not have four years of program/completion data. Four years of data should be available after the publication of the AY23 K-TIP report.</p>
<p>15.0508 Hazardous Materials Management and Waste Technology 43.0302 Crisis/Emergency Disaster Management</p> <p>During the 2018-2019 review of CIP Codes ending in “99,” it was determined that military-specific CIP codes should no longer exist as stand-alone programs. As a result, many of the military enrollments will increase participation in Emergency Management and Hazardous Materials programs. Four years of data including military enrollments should be available after the publication of the AY24 K-TIP report.</p>
<p>43.0102 Corrections</p> <p>Board staff has requested additional information and assistance realigning the program from the Kansas Department of Corrections.</p>

Motion: Following discussion, Member Beene moved to approve the Technical Program and Curriculum Committee’s recommendations for existing programs reviewed. Following a second by Member M. Johnson, the motion carried.

OTHER MATTERS

Carl D. Perkins State Plan

Member M. Johnson called on Senior Director Beene to present the Carl D. Perkins State Plan. Senior Director Beene informed members that on July 31, 2018, President Trump signed into law the Strengthening Career and Technical Education for the 21st Century Act (Perkins V). During the last year, the Kansas Perkins V State team has worked to implement the new legislation, which culminates with a new State Plan, encompassing program years 2020 – 2023.

Senior Director Beene gave a brief overview of the key activities in the Kansas State Plan for Career Technical Education, as follows:

- Work-based learning opportunities
- Secondary/postsecondary program and pathway alignment
- Continual engagement with stakeholders
- Enhanced advisory committee participation
- Access and equity for all students

- High-quality, affordable CTE for all learners
- Increased focus/awareness of careers in CTE
- Academic integration with CTE
- Incentivizing innovation and performance
- Local needs assessment driving expenditures

Senior Director Beene informed members that several public hearings were conducted as required by law and thanked the institutions for their participation. She also explained that the new State Plan builds on the existing collaboration between secondary and postsecondary education with enhanced focus on workforce partners and the expansion of existing programs and services, and the plan will be submitted to the U. S. Department of Education, Office of Career, Adult and Technical Education in April 2020.

Motion: Member R. Johnson moved to support the Strengthening Career and Technical Education for the 21st Century Act (Perkins V), Kansas State Plan for Career Technical Education, 2020 - 2023. Following a second by Member Mikulka, the motion carried.

Excel in CTE Fee Update

Member M. Johnson called upon Vice President Smathers to provide members with an Excel in CTE fee update. Vice President Smathers reminded members that at the last TEA meeting, the issue of varying Excel in CTE fees charged by institutions was discussed, and the TEA expressed their desire to resolve the issue internally rather than legislatively. As part of the process to gather the appropriate fee information, KBOR staff met with leadership from both technical and community colleges to identify fees that were not currently covered by the cost model. In summary, it was agreed that items the student retains, such as uniforms, tools, personal protective equipment, third party certification tests and books, along with specialized student items such as background checks, liability insurance, drug testing, fingerprinting, transcript copies, and actual graduation fees are acceptable fees as the cost model does not cover them. However, items such as technology support, supplies/consumables, and administrative fees are not acceptable as the cost model includes those items in the calculations. The colleges are currently gathering the fall 2020 proposed fee information in an agreed upon format, with the intent of providing this information to KBOR staff in February. TEA Members unanimously agreed to change the February 27, 2020 TEA meeting to a face to face meeting instead of conference call meeting for this discussion, with the intent of providing the fees recommendations to KBOR for final approval in March.

Legislative Update

Member M. Johnson called on Vice President Smathers to provide members with an update on the 2020 legislative session in KBOR Director Casey's absence. Vice President Smathers informed members that Governor Kelly's budget recommendations include allocations of approximately \$11.9 million for the four year universities, approximately \$5 million for needs-based funding, approximately \$200,000 for Washburn University, and approximately \$15.6 million for the two year sector, which includes \$4.5 million for Excel in CTE, (increasing to \$8.5 million for FY 2021), \$1.5 million for non-tiered program funding and \$1.1 million for tiered program funding. Senior Vice President Frisbie elaborated on the needs-based funding, informing members that student financial aid has not kept pace with the cost of attendance, and the Governor specifically stated that the needs-based funding is for both four-year and two-year institutions. Vice President Frisbie informed members that there will be a formula in use for distribution of the needs-based funding.

TEA Legislative Summary Report

Member M. Johnson called upon Vice President Smathers to provide members with a Legislative Summary Report update. Vice President Smathers informed members that at the beginning of each legislative session, the TEA is required to file a report with the legislature summarizing actions the TEA has taken in the previous year. A copy of the report that was filed with the Legislature on the TEA's behalf was attached for the members information.

NEXT MEETING REMINDER

Member M. Johnson reminded members that the next TEA meeting will be February 27, 2020 at 10:00 AM in the main board room at the KBOR Offices.

ADJOURNMENT

Motion: Member Estes moved to adjourn the meeting. Following a second by Member R. Johnson, Member M. Johnson adjourned the meeting at 11:18 A.M.

Respectfully submitted by:
Susan Henry, Executive Assistant