

**BOARD OF ACADEMIC AFFAIRS
STANDING COMMITTEE**

**CONFERENCE CALL
REVISED AGENDA**

**May 31, 2016
11:00 am**

CONFERENCE CALL INFORMATION

DIAL: 866.620.7326

CONFERENCE CODE: 1366296630

- I. Call To Order** Regent Van Etten,
Chair
 - A. *Approve Minutes*
May 18, 2016, Meeting p. 2

- II. Agenda Planning**
 - A. *Consent Agenda*
 - 1. Act on Request for Approval for Master of Arts in Communication and Leadership at Washburn University Jean Redeker *p. 4*
 - 2. Act on Request for Approval for Degree and Certificate Programs Rita Johnson *p. 10*
 - a. Cloud County Community College – Unmanned Aircraft Systems
 - b. Neosho County Community College – Court Reporter
 - c. Washburn Institute of Technology - Cosmetology
 - B. *Discussion Agenda*
 - 1. Act on Proposal to Increase GED Records Fee Jacqueline Johnson *p. 15*

- III. Other Matters**

- IV. Adjournment**

Board Academic Affairs Standing Committee
Conference Call Schedule to June 2016

BAASC Conf Call – 11:00 a.m.	Board of Regents Meeting Dates
Tues, May 31, 2016 BAASC Conf Call	June Board – June 15-16, 2016

TENTATIVE Conference Call Schedule September 2016

BAASC Conf Call – 11:00 a.m.	Board of Regents Meeting Dates
Tues, August 30, 2016 BAASC Conf Call	September Board – September 14-15, 2016

**Kansas Board of Regents
Board of Academic Affairs Standing Committee**

**Wednesday May 18, 2016
MINUTES**

The Board of Academic Affairs Standing Committee of the Kansas Board of Regents met in the Kathy Rupp Conference at 10:30 a.m. on Wednesday, May 18, 2016.

In Attendance:

Members:	Regent Helen Van Etten Regent Zoe Newton	Regent Ann Brandau-Murguia Regent Daniel Thomas (via phone)	
Staff:	Gary Alexander Karla Wiscombe Terry Schwartz	Jacqueline Johnson Jean Redeker Crystal Puderbaugh	Rita Johnson Jennifer Armour Nancy Olsen
Others:	Rick Muma, WSU Sara Rosen, KU Robert Klein, KUMC	Robin Garrett, Barton CC Ruth Dyer, KSU Susan Bradley, Butler CC	Stuart Day, KU Lori Winningham, Butler CC Ananda Jayawardhana, PSU

Meeting called to order at 10:35 a.m. by Regent Van Etten.

Regent Newton moved, and Regent Thomas seconded the motion, to approve the May 3, 2016 minutes as written. Motion carried.

Diversity Study Group Report

Gary Alexander introduced Dr. Susan Bradley and Dr. Ananda Jayawardhana, who presented the Diversity Inventory Report, together with two supporting documents: (1) History and Overview Report, and (2) Developmental Data Report.

The results show the importance of comprehensive diversity programs. BAASC discussed various indicators within the reports and appreciates the time and effort taken to conduct the study.

Discussion Items

- A. AP & CLEP Score Proposed Procedure
Karla Wiscombe informed BAASC of the revised AP & CLEP Score procedure to meet SB 388 guidelines drafted during the Credit for Prior Learning Task Force and Faculty Senate Presidents meeting on Monday.
- B. Proposed Non-Academic Misconduct Transcript Notation Policy
Jean Redeker presented the proposed Non-Academic Misconduct Transcript Notation Policy. BAASC discussed the potential implications of the policy. The Committee also heard comments from the audience.

By unanimous agreement, it was decided to refer the Non-Academic Misconduct Transcript Notation policy to Governance committee.

Update Items

A. Qualified Admissions BAASC Goal 15-05

Jean Redeker presented a report on the new Qualified Admissions standards which have been in effect for one full year. Universities indicated good trend data will be available by mid fall. Based upon current data, the universities made the following observations:

- Universities saw a decrease in applications and in those admitted
- Affecting 1st generation and minority applicants
- Affecting non-resident as well as resident applicants
- Utilizing the exception window more often at institutions
- Increase in staff time and resources creating student success plans
- Increasing use of provisional admission category
- Increase in time student spends on applying to universities

B. State Authorization Reciprocity Agreement (SARA) BAASC Goal 15-04

Jacqueline Johnson presented the SARA report to BAASC.

- The Board voted to join SARA in December, 2013
- 36 states have joined SARA as of April 11, 2016
 - 34 Kansas institutions participate in SARA
 - 7 Public Universities
 - 12 Community and Technical Colleges
 - 12 Independent institutions
 - 3 Private institutions
- Submitting SARA membership renewal request to BAASC in June

C. Wright Career College

Jacqueline Johnson gave a brief overview of Wright Career College history, KBOR involvement, and the closing of the college. KBOR staff were able to collect and transport 400 boxes of student records from each campus and gain access to their electronic transcripts. KBOR staff are working with various institutions to assist Wright students in finding alternative programs to transfer to.

Adjournment

There being no other business, Regent Newton moved, and Regent Brandau-Murguia seconded the motion, to adjourn. Motion carried.

The meeting adjourned at 11:53 a.m.

Master of Arts in Communication and Leadership, Washburn University

Summary

Washburn University has requested approval of a Master of Arts in Communication and Leadership. The proposed degree was placed on the SCOPS and SCOCAO agendas as an informational item before being reviewed by the Board's Academic Affairs Standing Committee. The request will then be placed on the Board agenda for approval. 05/31/16

<u>Criteria</u>	<u>Program Summary</u>
1. Program Identification	Master of Arts in Communication and Leadership CIP Code 09.0901
2. Academic Unit	Department of Communication Studies
3. Program Description	The Master of Arts in Communication and Leadership is a fully online 30 graduate credit hour interdisciplinary degree program that provides knowledge, skills, and experiences for continuous self and system improvement within a complex, changing, and global context. The program is designed to develop collaborative, adaptive and innovative leaders, with a focus on self-awareness, strategic thinking, and exceptional communication skills. The anticipated date of implementation is Spring 2017.
4. Demand/Need for the Program	<p>Job Outlook 2015, published by the National Association of Colleges and Employers, found that leadership and the ability to work in a team were the most desired attributes sought by employers on resumes, followed by written communication and problem solving skills. Washburn University is positioned to provide a high quality, academically rigorous, graduate education in communication and leadership that will directly address these areas.</p> <p>An online survey of area organizations and Washburn alumni found that 79% of the respondents (369 out of 499) were very or somewhat interested in a graduate leadership degree program. Focus group meetings with members of the Greater Topeka Chamber of Commerce Fast Forward organization (comprised of young professionals), and with the WU Leadership Institute Advisory Board members, comprised of leaders within business, not-for-profit and government organizations, validated the online survey results.</p> <p>In addition to the survey and focus group respondents who expressed an interest in the master's degree, the program will also enable high school instructors who teach concurrent enrollment partnership (CEP) public speaking courses to meet the Higher Learning Commission requirement of 18 graduate credit hours in the discipline and to obtain a master's degree if they have not already earned one. Consequently, the online program will provide educational value for both alumni and the local community, and it will appeal to new student markets.</p>
5. Comparative /Locational Advantage	<p>The program is aligned with the Washburn University Vision 2022 strategic plan and will serve early and mid-career professionals who are seeking to advance their careers and to improve their organizations. No other public university utilizes this Classification of Instructional Program (CIP) code.</p> <p>The curriculum, course schedule, and online delivery will provide flexibility for individuals from diverse backgrounds and organizations. The program can be completed entirely online using highly interactive and intuitive learning</p>

	<p>management and video conference systems. Students may begin the program any term (fall, spring or summer), and the courses will be offered in eight-week terms with a unique but optional special topics course offered in the summers.</p>
<p>6. Curriculum</p>	<p>The program consists of the ten required courses including a capstone, for a total of 30 graduate credit hours. The curriculum was developed after a review of similar programs offered by Drake, Gonzaga, and Seton Hall Universities, and is also based somewhat on the Leadership Washburn program, which graduated its fifth class in April 2016.</p>
<p>7. Faculty Profile</p>	<p>All of the program faculty hold a Ph.D. Four are full-time tenured Communication Studies faculty and one is a lecturer. The Leadership Studies course instructors are all senior administrators with decades of leadership experience, and all have taught leadership courses in the past.</p> <ul style="list-style-type: none"> - Michael Gleason, Ph.D., Iowa State University Director of the Leadership Institute - Cynthia Hornberger, Ph.D., University of Kansas Professor of Nursing & Special Assistant to the President - Juli Mazachek, Ph.D., University of Kansas President, Washburn University Foundation - Kevin O’Leary, Ph.D., Southern Illinois University Director of Forensics/Lecturer - Mary Pilgram, Ph.D., University of Kansas Associate Professor of Communication Studies - Leslie Reynard, Ph.D., University of Kansas Associate Professor of Communication Studies - Tracy Routsong, Ph.D., University of Iowa Associate Professor of Communication Studies - Jim Schnoebelen, Ph.D., University of Iowa Associate Professor of Communication Studies - Thomas Underwood, Ph.D., Kansas State University Assistant Dean of Graduate Programs & Academic Outreach
<p>8. Student Profile</p>	<p>The program will serve two primary student populations: (1) early to mid-career professionals from a variety of organizations; and (2) high school instructors who teach Concurrent Enrollment Partnership (CEP) public speaking courses.</p> <p>Although the 499 individuals who responded to the online survey were not asked their age or other demographic questions, their profile is likely to be very similar to that of the individuals who participated in the Greater Topeka Chamber of Commerce Fast Forward and the WU Leadership Institute Advisory Board member focus groups. As the Fast Forward program serves primarily young professionals ages 35 and under, participants in that focus group were younger professionals within the Topeka community. The Leadership Institute Advisory Board is comprised of 14 individuals who have leadership roles within various organizations and would have significantly more work experience. The responses of participants in the Advisory Board focus group were more tailored towards meeting the needs of members of their organizations and not necessarily their own professional development needs. Focus group participants were predominately Caucasian with</p>

	<p>slightly more females than males. They were employed by both private and public sector organizations including energy companies, marketing firms, healthcare and nonprofit entities. Professional experience varied greatly among those who responded.</p> <p>The CEP instructors who will be interested in the program will also likely be early in their careers and reflect the same demographic profile as the survey respondents and focus group participants.</p>
9. Academic Support	Existing academic support services will be available to all students in the program including academic advising, financial aid, library resources, and technical support. Support will be provided by the Communications Department, the Leadership Institute, the Office of Graduate Programs and Academic Outreach, and the Information Technology Services unit.
10. Facilities and Equipment	No new facilities or equipment are needed. The fully online program will utilize the Desire2Learn (aka, Brightspace) learning management system and the Zoom live videoconferencing system. Both systems are hosted by the vendors with 99% reliability. D2L provides content, communication, and calendar functions for hundreds of Washburn University courses and thousands of students. Zoom provides live video for up to 25 students, application sharing, and the recording of class sessions.
11. Program Review, Assessment, Accreditation	The program will be reviewed every five years and will be included in the annual assessment process based on the attached Program Student Learning Outcomes and Curriculum Map. No professional accreditation is available for this program.
12. Costs, Financing	The program will be funded by the tuition revenue. Using existing faculty strengths and based on the current graduate tuition rate with an annual increase of three percent, this program will have positive revenue generation within the first year. First year costs are projected to be \$57,750. Costs are expected to increase to \$84,700 by the third year of the program to accommodate program growth. If the program enrollment grows as projected, a new full-time Assistant Professor of Communication Studies will be added in the third year of the program.

Washburn University

Master of Arts in Communication and Leadership
Program Student Learning Outcomes and Curriculum Map

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)					
<i>If the program has more than 6 PSLO, hit "Tab" in the last cell to add another row. Cells will expand to accommodate text.</i>					
Upon completion of the program students will be able to:					
PSLO 1	Graduates will apply and evaluate strategic assessment, analysis and implementation to achieve organizational purpose with knowledge of complex systems. (application and synthesis)				
PSLO 2	Graduates will design, critique, and communicate actions recognizing values and ethics, strengths and abilities of self and others for application within systems. (synthesis and evaluation)				
PSLO 3	Graduates will engage policy, political, and strategic communication processes to advocate for organizational/community improvement at the local/global level. (application)				
PSLO 4	Graduates will apply process improvement and innovation frameworks to address problems/opportunities for organizational/community improvement at the local/global level. (analysis, synthesis, and evaluation)				
PSLO 5	Graduates will critically examine system financial, human and data resources for effective planning, policies, programs, products or services and communication strategies.				
CURRICULUM MAP (Alignment)					
List <u>all</u> courses required for <u>program majors</u> and indicate, where applicable, (using the following key) the PSLO with which they are associated.					
T = Taught X = Taught and Assessed A = Assessed					
<i>If the program has more than 6 PSLO, "Copy and Paste" rows from this table below the existing table, beginning with the row numbering the PSLO.</i>					
Required Courses	PSLO 1	PSLO 2	PSLO 3	PSLO 4	PSLO 5
LE601: Self and Systems Leadership	T	X		T	T
LE620: Leadership and Resource Stewardship	X	X	T	T	X
LE630: Organizational Improvement/Innovation	X	X	T	X	T
LE640: Public Policy and Global Leadership		X	T		X
CN601: Comm & Intro to Grad School		X	T		
CN680: Strategic Comm for Managers	T	X		T	X
CN642: Team Comm in Orgs		X	T		T
CN630: Conflict and Negotiation		T	T	X	
CN650: Persuasion		T	T	X	
CN698: Capstone			X	X	X
LE698: Capstone	A	A	A	A	A

CURRICULUM OUTLINE
Washburn University

I. Identify the new degree:

Master of Arts in Communication & Leadership

II. Provide courses required for each student in the major:

	Course Name & Number	Credit Hours
Core Courses	<u>CN601: Introduction to Graduate Study in Communication Studies</u>	3
	<u>CN630 Communication in Conflict and Negotiation</u>	3
	<u>CN642 Team Communication in Organizations</u>	3
	<u>CN650 Persuasion</u>	3
	<u>CN680: Seminar in Strategic Management Communication</u>	3
	<u>LE601 Self and Systems Leadership</u>	3
	<u>LE620 Leadership and Resource Stewardship</u>	3
	<u>LE630 Organizational Improvement and Innovation</u>	3
	<u>LE640 Public Policy and Global Leadership</u>	3
Electives	<u>CN695 Special Topics in Communication</u>	3
	<u>LE695 Special Topics in Leadership</u>	3
Practica	<u>CN 698 Capstone or LE698 Capstone</u>	<u>3</u>
	Total	30

IMPLEMENTATION YEAR FY 2017

Fiscal Summary for Proposed Academic Programs

Institution: Washburn University

Proposed Program: Master of Arts in Communication & Leadership

Part I. Anticipated Enrollment	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:		10		20		30
B. Total SCH taken by all students in program	150		300		450	
Part II. Program Cost Projection						
A. In <u>implementation</u> year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Implementation Year		Year 2		Year 3	
<u>Base Budget</u>						
Salaries	\$30,250		\$46,650		\$67,450	
OOE	\$27,500		\$22,250		\$17,250	
Total	\$57,750		\$68,900		\$84,700	

Indicate source and amount of funds if other than internal reallocation:

tuition revenue

Recommend Approval of Requests for Degree and Certificate Programs Submitted from Community Colleges and Technical Colleges

Summary

Each month community colleges and technical colleges submit requests for the approval of new certificate and degree programs. The Board office received requests from Cloud County Community College to offer an Associate of Applied Science degree and a technical certificate in Unmanned Aircraft Systems; from Neosho County Community College to offer an Associate of Applied Science degree in Court Reporting; and from Washburn Institute of Technology to offer a technical certificate in Cosmetology. The programs submitted addressed all criteria requested and were subject to the 14 day comment period required by policy. The programs were reviewed by the Technical Education Authority and are recommend for approval. 05/31/2016

Background

Community colleges and technical colleges submit requests for new certificate and degree programs each month utilizing forms approved by staff. Criteria addressed during the application process include, but are not limited to, the following:

- Student and employer demand for the program
- Current and projected job openings and anticipated wages
- Level of program duplication across institutions, based on Classification of Instructional Program (CIP) code, and any efforts to collaborate to provide the needed program
- Rationale for why collaboration is not a viable option and/or need for a duplicative program
- Program description and designation of required and elective courses
- Measurable program outcomes and course competencies
- Process and frequency for review of program content, level of program success, and process for addressing any areas of concern
- Any specialized accreditation required and/or available for the proposed program
- Faculty qualifications and proposed student to faculty ratio
- Description of facilities and equipment needed and available
- Projected program costs and designation of adequate resources
- Membership of a steering/advisory committee for the program
- Approval by institutional academic committee and local governing board

Description of Proposed Program:

Cloud County Community College requests approval for the following program:

- Unmanned Aircraft Systems (49.0199) — Associate of Applied Science degree/62 credit hours, Technical Certificate B/30 credit hours

The proposed Unmanned Aircraft Systems (UAS) AAS degree program includes instruction in electrical; GPS/GIS; UA aircraft design and composite repair; data acquisition; digital video/photography; precision agriculture machines, software and hardware; and data management. Upon completion, individuals will have obtained the necessary skills for entry-level employment in areas such as unmanned aircraft technicians, unmanned aircraft product marketers, and UAS operators.

The thirty credit hour certificate is designed to prepare individuals to operate unmanned aircraft. Although this curriculum is required of students enrolled in the UAS associate degree program, it also could enhance other program areas such as journalism, agriculture, and wind energy by including drone technologies.

Cloud County Community College (CCCC) has gauged student interest in the program and determined almost 50 high school students were interested in learning more about the UAS program and careers. Of the 22

students currently enrolled in the Wind Energy program 19 expressed interest in UAS courses to enhance their curriculum.

The U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for jobs in Aircraft and Avionics Equipment Mechanics and Technicians of 1% from 2012-2022 with the median wage of \$58,390 (\$28.07 per hour). The Kansas Department of Labor, Labor Information Center (2012-2022 projections) indicates a state-wide growth rate of 3.86%, which equates to roughly 73 jobs, with a median wage of \$43,726 (\$21.02 per hour).

Currently, one other institution offers an Unmanned Aircraft Systems program utilizing CIP code 49.0199. Kansas State University (KSU) offers two bachelor degree options: Unmanned Aircraft Systems Design and Integration, offered through the Engineering Technology department, focuses on the design and implementation of drones; and Unmanned Aircraft Systems Flight and Operations, offered through the Aviation department, focuses on operation and management of a diverse fleet of unmanned aircraft. The proposed UAS program at CCCC focuses on how to repair drones. CCCC hopes to articulate with KSU's program once the proposed UAS is approved.

Letters of support for this program were received from the following sources:

- Blue Chip Unmanned Aerial Solutions, LLC – serve on the local advisory board and serve as a guest speaker.
- Meridian Way Wind Farm – serve on the local advisory board and curriculum development.
- HUVRdata, LLC – serve on the local advisory board and interview qualified candidates upon graduation.
- Gregory P. Askren – serve on the local advisory board, help with curriculum development, serve as a guest speaker, and provide shadowing opportunities.
- Letters of general support were included from Blue Chip Unmanned Aerial Solutions, and LLC, HUVRdata, LLC.

CCCC plans to begin the Unmanned Aircraft Systems program in August of 2016. The college estimates the initial cost to deliver the proposed program is approximately \$65,200 (\$55,000 salaries, \$8,000 equipment, \$2,000 tools and/or supplies, and \$200 technology and/or software). A new full-time faculty member will be hired. Existing space on campus will be used. Instructor salaries, tools, supplies and technology required for the program will be paid for through the general fund and student lab fees. Equipment will be obtained through industry partners donations and supplemented through the general fund.

The proposed program was subject to the 14-day comment period from April 21, 2016 to May 10, 2016 during which Kansas City Kansas Community College and Pratt Community College stated they had no objection to this program.

Recommendation

The new program request submitted by Cloud County Community College for an Associate of Applied Science degree (62 credit hours) and Technical Certificate B (44 credit hours) in Unmanned Aircraft Systems was reviewed by the Technical Education Authority and is recommended for approval.

Neosho County Community College requests approval for the following program:

- Court Reporter (22.0303) – Associate of Applied Science degree/64 credit hours

The proposed Court Reporter AAS degree is a four-semester program that prepares individuals to capture and document each word spoken, action taken, and gestures made within the courtroom. Upon successful completion of the program, students will be eligible to sit for the following credentials: Kansas Certified Court Reporter (CCR) or Registered Professional Reporter (RPR).

The U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for jobs in for Court Reporting of 2% with the median wage of \$49,500 (\$23.80 per hour). The Kansas Department of Labor, Labor Information Center (2012-2022 projections) indicate a state-wide growth rate of 12.72%, which equates to roughly 36 jobs, with a median wage of \$54,360 (\$26.13 per hour).

Currently, no institutions in the state offer a Court Reporting program. Butler Community College (BCCC) closed their Realtime Reporting program in 2014. 2014 K-TIP data showed BCC's Realtime Reporting program had 22 declared majors. NCCC contacted BCC regarding the closing of the program and found that a lack of marketing and promotion of the program, as well as the loss of the instructor were the reasons the program was closed.

Letters of support for this program were received from the following sources:

- Johanna Wilkinson from the US District Court – consider graduates for open positions.
- Sharon L. Cahill from Wyandotte County Courthouse – hire program graduates.
- Cindy Isaacsen, President of the Kansas Court Reporter Association – promote the program.
- Sheila Lyons from Sedgwick County KS Eighteenth Judicial District – consider graduates for open positions.
- Letters of general support were included from Jennifer Olsen and Miranda Cummins from Shawnee County KS Third Judicial District Court, Myle Megee owner of Cornerstone Court Reporting Company LLC, Patty White Vice President of Caption Colorado, Johanna Wilkinson from the US District Court, Sheila Lyons from Sedgwick County KS Eighteenth Judicial District.

Neosho County Community College plans to begin the Court Reporter program in August of 2016. The college estimates the cost to implement the proposed program is approximately \$103,515 (\$60,705 salaries, \$40,000 equipment, \$500 tools and/or supplies, \$300 instructional supplies, and \$2,000 technology and/or software). One full-time and 1 part-time adjunct instructor will be hired from industry to provide instruction for the program. Existing space at the NCCC Ottawa campus will be utilized. All costs associate with the program will be paid for through the college's general fund.

The proposed program was subject to the 14-day comment period from April 21, 2016 to May 10, 2016 during which Kansas City Kansas Community College and Pratt Community College stated they had no objection to this program.

Recommendation

The new program request submitted by Neosho County Community College for an Associate of Applied Science degree (64 credit hours) in Court Reporting was reviewed by the Technical Education Authority and is recommended for approval.

Washburn Institute of Technology requests approval for the following program:

- Cosmetology (12.0401) - Technical Certificate C/45 credit hours

On February 1, 2016, the U.S. Department of Education (ED) issued letters to Marinello Schools of Beauty notifying them that their recertification of eligibility to participate in federal student aid had been denied for failure to meet fiduciary responsibility. On February 4, 2016, officials representing Marinello Schools of Beauty alerted the ED that, effective February 5, 2016, they would cease operations at all 56 locations nationwide, including the Topeka, KS location.

The demand for the proposed Cosmetology program is in response to the February 4, 2016 closing of Marinello School of Beauty. Seventy-nine students were enrolled at the Topeka location when the institution closed. A preliminary survey of area high school students was conducted and 27 of the 70 (38.6%) responses received indicated interest in an affordable cosmetology program.

The U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for jobs as Barbers, Hairdressers, and Cosmetologists of 10% from 2012-2022 with the median annual wage of \$23,200 (\$11.15 per hour). The Kansas Department of Labor, Long-term Occupational Projections (2012-2022) indicates a state-wide growth rate of 6.25%, which equates to roughly 349 jobs, with a median annual wage of \$21,480 (\$10.33 per hour).

Currently, ten state-funded institutions offer cosmetology programs utilizing CIP code 12.0401. Below are the colleges, programs, total number of declared majors, total number of graduates, and average wage of graduates exited and employed information from the 2014 K-TIP report.

College	Program Name	2014 K-TIP Data		
		Total # Declared Majors	Total # Graduates Exiting & Employed	Average Wage: Graduates Exited & Employed
Cowley Community College	Cosmetology	49	14	\$10,949
Dodge City Community College	Cosmetology	33	*	*
Fort Scott Community College	Cosmetology	67	8	\$9,170
Garden City Community College	Cosmetology Cosmetologist General	61	16	\$11,247
**Hutchinson Community College				
Independence Community College	Cosmetology	34	6	\$18,761
Johnson County Community College	Cosmetology	61	16	\$25,194
Kansas City Kansas Community College	Cosmetology	57	8	\$12,802
Northwest Kansas Technical College	Cosmetology	27	13	\$14,615
Seward County Community College/Area Technical School	Cosmetology	64	14	\$21,949
Total		453	95-99	

Note: According to the Kansas Board of Cosmetology, there are 32 Cosmetology programs state-wide.

NR = No values were reported.

* = Small cell suppression used to protect student privacy in accordance with FERPA and HEOA guidelines.

** = Hutchinson Community College's program was approved 3/23/2016 and is scheduled to begin in August of 2016.

Letters of support for this program were received from the following sources:

- Jody Roberts, Owner, I.H.S. Salon – serving on the local advisory board, help with curriculum development, offer shadow experience to students and interview graduates.
- Frank Desch, Owner, Casa Bellesa – serving on the local advisory board, help with curriculum development, serve as a guest speaker and interview graduates.
- Letters of general support were included from Hair Productions Inc., I.H.S Salon, Casa Bellesa, Kansas Board of Cosmetology, and J. Scott Smathers, Vice President of Economic Development at Go Topeka.

If approved, Washburn Institute of Technology plans to begin the program in August of 2016. The college estimates the initial cost to deliver program is approximately \$367,600 (\$95,000 salaries, \$153,600 for tools and/or supplies, \$15,000 for instruction supplies and materials, \$90,000 for facility [lease and utilities], \$4,000 for technology and/or software, \$5,000 for marketing, and \$5,000 for professional development. Two full time faculty members will be hired. Washburn Institute of Technology is currently in negotiations to acquire facility previously occupied by the Topeka's Marinello School of Beauty. Once the lease agreement is finalized, Washburn Institute of Technology will have the fully equipped salon at 109 SW 29th Street, Topeka, KS. All expenses for the Cosmetology program will be funded out of the institution's general fund, student tuition and revenue from the full service salon.

The proposed program was subject to the 14-day comment period from April 21, 2016 to May 10, 2016 during which Kansas City Kansas Community College and Pratt Community College stated they had no objection to this program.

Recommendation

The new program request submitted by Washburn Institute of Technology for a Technical Certificate C (45 credit hours) in Cosmetology was reviewed by the Technical Education Authority and is recommended for approval.

Act on Proposal to Increase GED Records Fee

Pursuant to K.S.A. 72-4530 as amended by 2016 House Bill No. 2622, the Kansas Board of Regents (KBOR) is the state agency charged with administering the Kansas General Educational Development (GED®) Program. This statute authorizes the Board to charge a credentialing fee that assists in funding the costs of administering the GED Program. Because funds used to administer the Kansas GED Program have been inadequate, the 2016 Legislature approved increasing the credential fee from \$15 to \$20. Staff recommends and requests the Board approve an increase in GED credential fees from \$15 to \$20, to become effective July 1, 2016. (6/15/2016)

Background

Pursuant to K.S.A. 72-4530, as amended by the 2016 Legislature in House Bill No. 2622, the Board of Regents (Board) is the state agency charged with administering the General Educational Development (GED) Program and issuing the Kansas High School Diploma and transcripts of GED scores (GED credentials). Funding for this work includes a fee for duplication or verification of GED credentials and a jurisdictional fee charged at the time someone takes a GED test in Kansas.¹ The last time the Board increased the credential fee was in 2012 when it went from \$10 to \$15.

On January 1, 2013, the Board contracted with a private vendor, Diploma Sender, to handle GED credentialing. The \$15 credential fee ‘passed through’ the Board to Diploma Sender. This means since that date none of the credentialing has been available to the Board for help in funding the administration of the GED Program. Thus, the only source of revenue for GED Program administration for some time has been testing fees paid by test takers, with \$3 per test being paid to the Board in order to support the Kansas GED Program. If the Board approves raising the credential fee from \$15 to \$20, the additional \$5 per credentialing request will also go toward supporting the administration of the Kansas GED Program.

The GED Program is responsible for policy implementation and administration of the GED testing program within the state and provide for **supervision of all official GED testing programs within Kansas in accordance with State Statutes and Regulations and GED Testing Service policies and procedures.**

The GED Program Administrator works closely with the Director of Adult Basic Education and other stakeholders throughout Kansas to increase the number of adults who are aware of, and participate in, the GED testing program to gain the skills needed to succeed in college, career-training programs, and the workforce; thus, contributing to the economy and overall health of the state. For many Kansans, passing the GED test is the first step to earning a professional certificate or technical credential as outlined in Foresight 2020, Goal 1: Increase Higher Education Attainment Among Kansans.

Recommendation

Staff recommends and asks the Board to approve the request to increase the GED credentialing fee from \$15 to \$20, effective July 1, 2016.

¹ The initial copy of GED credentials (diploma and transcript) is free to first-time requests for GED credentials.