

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

The January 21, 2015 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Capitol Plaza Hotel, Bison Room, 1717 SW Topeka Boulevard, Topeka, Kansas.

**Members Present**

Bruce Akin, Chair	Keith Meyers for Pat George
Kathy Howell, Vice Chair	Lana Gordon
Eddie Estes	Steve Kearney
Ray Frederick Jr.	Jackie Vietti

**Members Absent**

Thomas Burke  
David Coleal  
Joe Glassman  
Brad Neuenswander

**Others Represented**

Allen Community College	Manhattan Area Technical College
Barton Community College	Neosho County Community College
Dodge City Community College	North Central Kansas Technical College
Flint Hills Community College	Northwest Kansas Technical College
Fort Scott Community College	Pratt Community College
Hutchinson Community College	Salina Area Technical College
Johnson County Community College	Susan Fish
Kansas City Kansas Community College	Linda Fund

The meeting was called to order by Chair Akin at 10:00 AM.

**APPROVAL OF MINUTES**

Member Frederick noted an error in the listing of TEA members present and absent in the December 11, 2014 preliminary minutes.

**Motion:** Member Kearney moved to approve the minutes of December 11, 2014 as corrected. Following a second by Member Estes, the motion carried.

**REPORTS**

**Introductions**

Chair Akin recognized Member Estes who introduced Danielle Waddell, presenter for the Kansas Workforce Summit. Danielle Waddell is a Federal Project Officer with the Department of Labor Employment and Training Administration in Region 5 Chicago providing oversight and technical assistance for employment and training services to adult, dislocated worker and youth populations. Danielle introduced Lisa Dieterle, Federal Project Officer for the state of Kansas with the U.S. Department of Labor in Chicago.

Vice President Flanders introduced Nick Wells. Nick is the new Dean of Workforce and Innovation at Dodge City Community College.

Vice President Flanders introduced Becky Warren, State Association Director for SkillsUSA Kansas. SkillsUSA is a national organization partnering with students, teachers and industry to ensure a skilled

workforce across the country. The organization's program enhances citizenship, leadership, employability and technical and professional skills helping students to excel. Becky introduced Ron Kaus, Deb Hargrove and Dwayne Hale who serve as advisors and state officer trainers for SkillsUSA Kansas. The following SkillsUSA state postsecondary officers introduced themselves to the TEA and shared how the organization has empowered their life and career.

President – Kaleb James, HVAC program at Manhattan Area Technical College

Vice President – Brian Gilkey, Harley Davidson program at Fort Scott Community College

Historian – James Oelschager, Harley Davidson program at Fort Scott Community College

Parliamentarian – Thomas Miller, Harley Davidson program at Fort Scott Community College

Treasurer – Lucas Springer, HVAC and building technology program at Washburn Institute of Technology

Secretary – Kristian Paine, automotive technology program at Northwest Kansas Technical College

Reporter – Matt Kaus, diesel technology program at Northwest Kansas Technical College

### **Chair Report**

Chair Akin expressed appreciation for the opportunity TEA members had to meet with the Kansas Advisory Committee for Career and Technical Education (KACCCTE) prior to the TEA meeting. The group discussed shared secondary/postsecondary career technical education partnerships and future opportunities.

### **Member Liaison Report**

Member Meyers reported the Kansas Department of Commerce (Commerce) is partnering with the Workforce Alliance of South Central Kansas on a statewide application in response to the current registered apprenticeship grant opportunity. Member Meyers encouraged the two-year institutions with an interest in the grant opportunity and, specifically with a focus on information technology (IT) and advanced manufacturing, to contact Keith Lawing at the Workforce Alliance of South Central Kansas. The grant application submission date is April 30, 2015. Member Meyers thanked the SkillsUSA officers for their inspirational comments and encouraged them to join the **KANSASWORKS** LinkedIn group and blog about their experiences as well.

Member Frederick reported meeting with Gary Plummer, President and CEO of the Wichita Metro Chamber of Commerce; Keith Lawing, President and Chief Executive Officer of the Workforce Alliance of South Central Kansas and Renee Anderson, Manager of Community Development with the Wichita Metro Chamber of Commerce, along with Director Thompson on January 9, 2015. Director Thompson provided a presentation to the group on Workforce AID (Workforce Aligned with Industry Demand) and an opportunity for the Chamber and the IT industry and other industries in the Wichita area. Member Frederick noted, as a result of the meeting, Gary Plummer wrote a letter to the Governor in support of funding for the Workforce AID project.

Member Estes reported visiting Garden City Community College in December 2014 and taking note of the dedication and enthusiasm of the teachers and staff at the college. He also thanked the SkillsUSA officers and encouraged them to blog and tweet about their experiences.

Member Vietti offered kudos to the SkillsUSA officers and thanked them for their testament to the work of the TEA. Member Vietti reported Achieve Kansas, an initiative in south central Kansas developed by area postsecondary institutions to engage employers and increase the number of individuals that complete college certificates and degrees for a stronger regional labor market, plans to hire a financial aid coach. Data indicates that students who complete the Free Application for Federal Student Aid (FAFSA) are significantly more likely to attend college. The financial aid coach will partner with area unified school districts to go on site to high schools and meet with students and parents to provide assistance in completing and filing the FAFSA application.

### **Vice President for Workforce Development Report**

Vice President Flanders explained in regard to the registered apprenticeship grant opportunity that there are different qualifying levels and, although the process is difficult, it is a good opportunity for community and technical colleges to receive funding to develop apprenticeship training programs.

Vice President Flanders reported that Director Beene is leading the information technology (IT) education initiative for secondary students with funding as approved by the 2014 Legislature in HB 2231. KBOR plans to support IT certification for students at the postsecondary level with federal resources. Twenty-one of the two-year institutions will serve as district Microsoft testing centers across the state. North Central Kansas Technical College, identified as the postsecondary partner for the Microsoft education and certification opportunities at the high schools, has hired a manager for the project that is supported with Perkins resources.

Vice President Flanders informed the TEA that the U.S. Department of Education will conduct a week-long Carl D. Perkins targeted monitoring visit in April 2015. He noted the monitoring visit may include visits to some of the institutions.

## **DISCUSSION AGENDA**

### **Technical Program and Curriculum Committee**

#### **Tier/Non-Tier Course Review Process**

Member Vietti reminded members the Tier/Non-Tier Course Reclassification Subcommittee was created by the TEA in October 2014 to address the tier/non-tier course designation criteria and the courses used in generating the Pro Forma 2 funding scenario. The subcommittee met on November 20, 2014 and January 6, 2015 to discuss critical issues and options to address the issues regarding the course review process and criteria for tiered/non-tiered designations. As a result of meeting discussions and review of comments received from the field, the subcommittee recommended adoption of a revised course review process chart as presented and provided in the meeting documents. The revised course review process chart eliminates the program major percentage criterion as an element for determining course designation status. The subcommittee also discussed the statutory definitions of a technical program, non-tiered course and tiered technical course to establish an agreed-upon interpretation of the statutes. Statutory language was included in the revised course review process chart to ensure process/statute alignment and notes were added to the process chart steps for clarification. The subcommittee also agreed to continue the existing course designation appeal process as follows: 1) appeal made to KBOR staff and staff responds with rationale for changing or not changing course status; 2) if institution disagrees with determination rationale, appeal to be forwarded to TEA Technical Program and Curriculum Committee for consideration and recommendation; 3) recommendation from TEA Technical Program and Curriculum Committee forwarded to the full TEA for final determination.

Member Vietti reviewed the next steps timeline as recommended by the subcommittee. Following approval of the revised course review process chart, KBOR staff will run the courses that were on the initial sort list presented at the October 30, 2014 TEA meeting through the revised process and distribute the list to the subcommittee members for comment. Institution presidents serving on the subcommittee will then distribute the revised course list to the field for review and consolidated comments will be submitted to KBOR staff and provided to the subcommittee members. The subcommittee will meet via conference call on February 2, 2015 for consideration of the comments on the updated course list. The course list and other recommendations from the subcommittee will be provided to TEA members prior to the February 26, 2015 conference call meeting.

Discussion following the report included future review of statutes and definitions, implementation of the funding calculation from the updated list of tiered courses to be moved to non-tiered status with timely notification to the field, further consideration of the overall funding impact of the revised course status list for the institutions and determination of the group to address these concerns (PMC, TEA, designated subcommittee).

**Motion:** Member Kearney moved to approve the revised course review process chart as presented and the motion was seconded by Member Frederick. Following discussion and further clarification, the motion passed.

### **Budget and Finance Committee**

Chair Akin recognized Vice President Frisbie for the 2016-2017 budget update.

## 2016-2017 Budget Update

Vice President Frisbie reported the Governor released his budget on January 16, 2015. The Governor's budget did not reduce funding for the two-year institutions. His budget allotment does impact KBOR office operations and further reductions could be possible. For FY 2015, the Governor added \$2.85 million in supplemental funding for tuition for Excel in Technical Education (SB155) as requested by KBOR in November 2014. The Governor's budget for FY 2016 and FY 2017 includes \$20.75 million for Excel in Technical Education tuition but does not include funding for incentive payments to the school districts.

Vice President Frisbie provided a State General Fund (SGF) outlook for the revised FY 2015 budget and projected FY 2016 and FY 2017 budgets. Several tax proposals are included in the revenue side of the budget as well as transfers from other state funds including large sweeps from the State Highway Fund. The Governor does add funding to the current school finance budget necessary to maintain the level approved by the Legislature in 2014 but proposes the freezing of state aid while the formula is evaluated and a new formula is adopted. Vice President Frisbie noted that the Governor proposes reduced health insurance plan contributions by the state, refinancing of bonds and information technology changes.

## Kansas Innovative Technology and Internship Grants

Director Beene reported an allocation of \$179,284 was received for the Kansas Innovative Technology and Internship program for FY 2015. This program was established to provide funds to career technical institutions for internships and start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages. The following technology grant fund proposals were reviewed by KBOR staff and submitted to the TEA for approval consideration.

- A request for \$30,000 in grant funds was received from Salina Area Technical College to support partial funding of a full-time commercial driving instructor for the new Commercial Truck Driving program. The required business/industry match for the project is met through a donation of equipment such as trucks, trailers and a tanker for a total value of \$245,000.
- A request for \$10,179 in grant funds was received from Allen Community College to purchase equipment and software to monitor the lab experience and interact with students in Early Childhood Education courses. The equipment and software allows instructors to observe students working with children providing analysis and reflection for coaching sessions between the instructor and student. The required business/industry match for the project is met through a donation of equipment (WIFI services) by the location hosting the student, training for the instructor and technical support by the vendor at a total value of \$12,550.

**Motion:** Member Kearney moved to approve the Kansas Innovative Technology and Internship grant award of \$30,000 to Salina Area Technical College and \$10,179 to Allen Community College. Following a second by Member Howell, the motion passed.

The following internship grant fund proposals were reviewed by KBOR staff and submitted to the TEA for approval consideration.

- A request for \$3,000 in grant funds was received from Pratt Community College for Daryl Lucas to increase instructor skill and knowledge of new industry standards and processes in various areas of welding. The internship also enhances instructor knowledge and provides increased employment opportunities for students. The required business/industry match for the project is met through a donation of training time valued at \$3,000.
- A request for \$2,760 in grant funds was received from Allen Community College for Beth Toland in an Early Childhood Education program to increase instructor skills in the area of matching financial limitations of child care centers to the best practices, education and care needs of young children in rural Kansas. The internship also provides connections with business leading to additional internships and

employment opportunities for students. The required business/industry match for the project is met through a donation of training time valued at \$2,760.

**Motion:** Member Howell moved to approve the Kansas Innovative Technology and Internship grant award of \$3,000 to Pratt Community College for Daryl Lucas and \$2,760 to Allen Community College for Beth Toland. Following a second by Member Vietti, the motion passed.

Director Beene explained the funds remaining in the FY 2015 appropriation, approximately \$40,000, will be available for summer instructor internships.

### **Marketing Committee Report**

#### Marketing for HB 2506 Update

Member Kearney recognized Director Thompson to provide an update on the “*Get Unstuck*” campaign. Director Thompson reported the campaign which launched the first week of December 2014 and ran through January 16, 2015 successfully promoted the benefits of the AO-K Proviso and GED Accelerator (HB 2506) and the career technical education opportunities available for Kansas adults who do not have a high school diploma or GED. A series of posters were distributed to over 600 locations across the state including public libraries through a partnership with the Kansas State Library. Over 5,000 information cards were also delivered along with the posters.

Director Thompson reported the following results of the “*Get Unstuck*” digital campaign: over 58,000 views of the campaign’s YouTube videos, placement on over 712,000 Facebook pages with 1,736 clicks to learn more, 103,761 views on Google Ads with over 500 clicks to the website and over 5,100 “*Get Unstuck!*” page views on [kansasregents.org](http://kansasregents.org) making it the second most visited page on the site after the homepage.

Director Thompson noted a full report on the campaign including the impact on enrollment will be presented to the TEA at the next face-to-face meeting.

### **OTHER MATTERS**

#### **WIOA Update**

Director Thompson introduced Mary Clagett, Director of Workforce Policy for Jobs for the Future. Mary works with education and workforce practitioners across the country to inform legislators regarding best practices and challenges encountered as states work to meet skilled workforce needs. She also serves as project director for the “Advancing Career and Technical Education in Career Pathways” initiative through the U.S. Department of Education’s Office of Career, Technical and Adult Education.

Mary Clagett provided an update on the Workforce Innovation and Opportunity Act (WIOA) which was signed into law July 22, 2014 and will take effect July 1, 2015. Mary explained the rules and regulations for WIOA implementation will be released in the spring of 2015. State and local workforce leaders and education stakeholders are important to successful WIOA implementation and have provided input to the U.S. Department of Labor and Departments of Education and Health and Human Services regarding changes outlined in the WIOA legislation.

Mary explained the focus of the WIOA changes is alignment across the system for comprehensive skill improvement rather than program consolidation and provides flexibility to state and local workforce systems for innovative opportunities. The legislation provides additional transfer authority on the local level between adult activity funds and dislocated worker activities to focus on the greatest area of need, allows local areas 20 percent more funding for incumbent worker training and up to ten percent for transitional jobs to provide employment experience. Other changes in the WIOA legislation include an increase in regional convening, planning and service delivery for local stakeholders and employers through the local workforce boards and targeted training in high-demand sectors. Up to 75 percent of the funds for youth program services will be required to focus on “out of school” students. Mary noted WIOA will require workforce systems in collaboration with adult education and postsecondary systems and other stakeholders to establish career pathways systems. Eligibility

requirements for the reinstated Ability to Benefit for Pell grants for adults who lack a high school credential is limited to students who are enrolled in career pathways programs. The ability to measure educational progress across the systems will be included in WIOA performance measurements which will assist the low-skilled population to access training.

Mary noted that Kansas is well positioned to take advantage of the changes in the WIOA legislation.

**ADJOURNMENT**

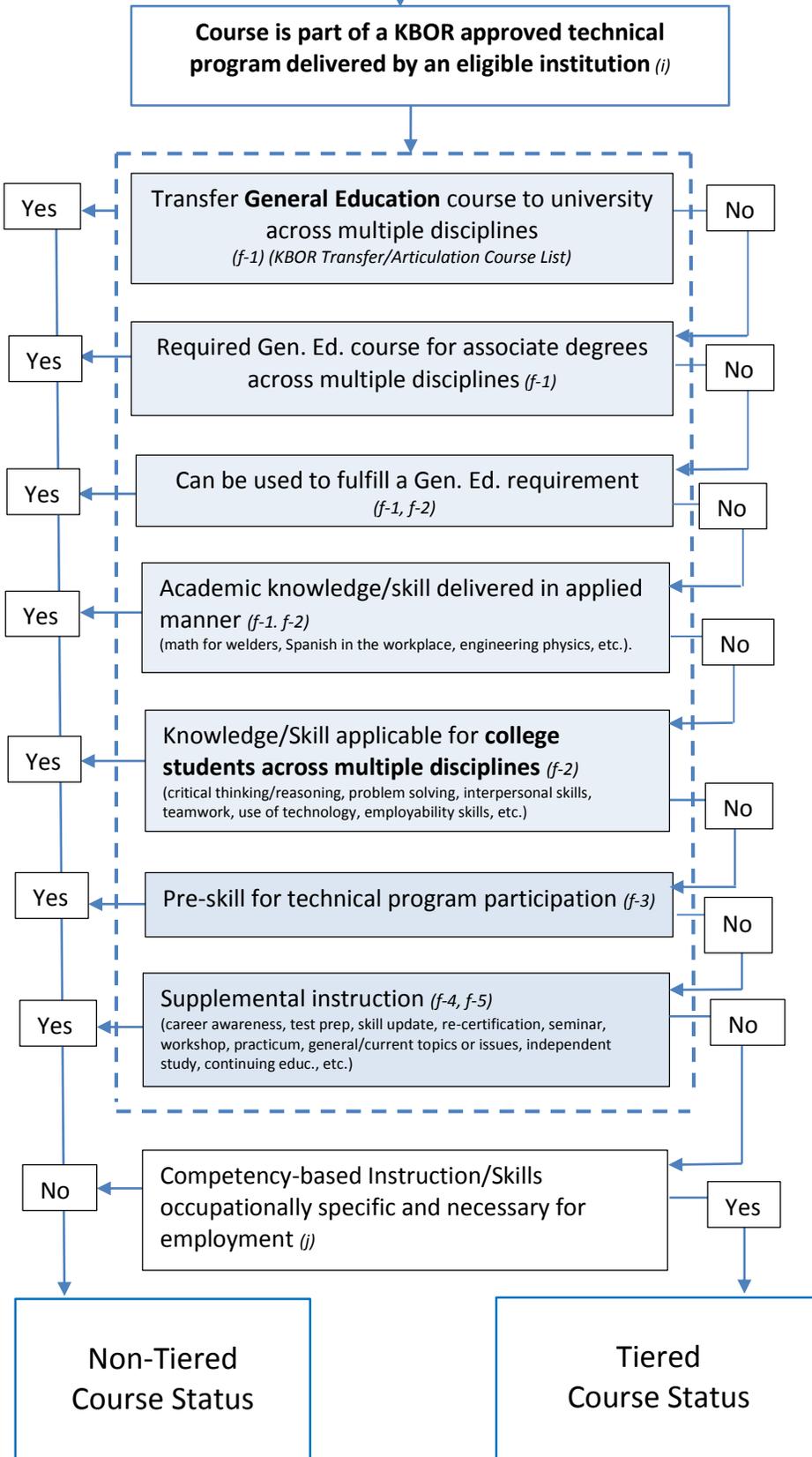
Chair Akin called for adjournment. The next TEA meeting is scheduled for Thursday, February 26, 2015 via conference call.

Respectfully submitted by:  
Deej Cowling, Executive Assistant

# Review Process for Tiered/Non-Tiered Course Status

Process

Statute—K.S.A. 71-1802



(i) **Technical Program:** means any program of study comprised of a sequence of tiered technical courses and non-tiered courses, which program is identified by the state board as a technical program for funding purposes. Technical programs must:

- Be designed to prepare individuals for gainful employment in current or emerging technical occupations requiring other than a baccalaureate or advance degree;
- lead to technical skill proficiency, industry-recognized credential, certificate or associate degree; and
- be delivered by an eligible institution.

(f) **Non-Tiered Course:** means any postsecondary credit-bearing course offered by an eligible institution and identified by the state board as not meeting the definition of a tiered technical course. Non-tiered courses include courses that are generally designed to:

1. **Contribute to academic knowledge or skills across multiple disciplines and occupations**, such as communications, writing, mathematics, humanities, social or behavioral science, and natural or physical science, some of which may be considered for transfer as general education credit toward a baccalaureate degree;
2. **contribute to general knowledge or skills** in areas such as critical thinking and reasoning, problem solving, use of technology, and teamwork skills;
3. **provide instruction in basic or foundational skills necessary for individuals to effectively participate in technical programs;**
4. **prepare individuals for certification or licensure exams or re-certifications and skill updates;** or
5. **allow individuals to explore career opportunities.** Seminars, workshops or other courses that are **supplemental to the primary instruction required for the occupationally specific technical program** shall be considered non-tiered courses, unless otherwise specified by the state board.

(j) **Tiered Technical Course:** means a postsecondary credit bearing course included in the sequence of courses comprising a technical program, which course is itself designed to provide

- **Competency-based applied instruction**
- to prepare individuals with **occupationally specific knowledge and skills necessary for employment**, and which the state board has identified as a tiered technical course.

\*Any changes in Perkins program eligibility as a result of this process will be re-evaluated for Perkins funding purposes.

01/13/2015