

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

The December 11, 2014 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents, 1000 SW Jackson, Suite 520, Topeka, Kansas.

Members Present

Bruce Akin, Chair
Kathy Howell, Vice Chair
Thomas Burke
Eddie Estes
Ray Frederick Jr.

Keith Meyers for Pat George
Joe Glassman
Steve Kearney
Jay Scott for Brad Neuenswander

Members Absent

David Coleal
Lana Gordon
Jackie Vietti

Others Represented

Hutchinson Community College
Johnson County Community College
Kansas City Kansas Community College
Manhattan Area Technical College

North Central Kansas Technical College
Northwest Kansas Technical College
Pratt Community College
Caleb Asher

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

APPROVAL OF MINUTES

Motion: Member Glassman moved to approve the minutes of October 30, 2014. Following a second by Member Burke, the motion carried.

REPORTS**Introductions**

Vice President Flanders introduced two new KBOR staff members: Donna Droge, Associate Director for Workforce Development, and Seth Carter, Associate Director for Career Technical Education. Associate Director Droge comes to KBOR from Washburn Institute of Technology where she served as outcome assessment coordinator. She will work specifically on the Accelerating Opportunity Proviso and GED Accelerator. Associate Director Carter was previously on staff at Flint Hills Technical College and will work with institutions on Perkins activities.

Chair Report

Chair Akin reported attending the ribbon cutting ceremony for the new Westar Energy/Cloud County Community College (CCCC) Substation Training Lab located near the Concordia campus on November 12, 2014. The unique substation training lab was made possible through donations from Westar Energy. Chair Akin also noted Westar Energy is working with Washburn Institute of Technology on safety training.

Member Liaison Report

Jay Scott announced that a breakfast is planned for TEA members and Kansas Advisory Committee for Career and Technical Education (KACCTE) members on January 21, 2015 prior to the TEA meeting and the Workforce Summit. Jay also reported that Randy Watson, McPherson USD 418 superintendent, has been hired as the new Commissioner of Education and will begin July 2015.

Member Meyers reported 25 female offenders from the Topeka Correctional Facility (TCF) will soon be the first to complete certified production technician (CPT) training through a partnership with Washburn Institute of Technology. Some of these offenders will begin their release in January 2015. The training partnership is part of the U.S. Department of Justice Second Chance Act Grant awarded to the Department of Commerce (Commerce) which allows female offenders incarcerated at TCF to earn industry-recognized credentials including the CPT, forklift certification and Kansas *WORKReady!* certification and increase employment opportunities as they transition into society upon release.

Vice President for Workforce Development Report

Vice President Flanders informed the TEA that he would have to step out of the meeting to provide information on SB 155 to the legislative budget committee. As a result of this meeting and due to the absence of Member Vietti who is chair of the Tier/Non-Tier Course Reclassification Subcommittee, he requested the agenda be adjusted to address the Tiered/Non-Tiered Course Review Process prior to Consideration of the Discussion Agenda.

Vice President Flanders reported that funds allocated to assist with secondary IT education as approved in the last legislative session will be processed through the KBOR budget. Kansas education service centers met with KBOR staff to discuss the implementation of Microsoft curriculum and certification on the secondary level. The same opportunity will be offered on the postsecondary level through the utilization of federal resources. Some institutions currently serve as Microsoft Training Centers and additional institutions may also participate as they choose. High school students will receive Microsoft certifications at the secondary level and KBOR plans to assist with IT certification for students at the postsecondary level. North Central Kansas Technical College has been identified as the postsecondary partner to assist with implementation at the high schools.

Vice President Flanders explained Director Beene was in Chicago attending a conference regarding the transition of military personnel back into the higher education system and translating military experience into credit-bearing opportunities at postsecondary institutions. Barton Community College and Hutchinson Community College currently have a presence at Fort Riley. KBOR will work with the Kansas Adjutant General's office, Commerce and federal partners to elevate this practice on a system-wide level.

Motion: Member Kearney moved to adjust the meeting agenda as requested to address the Tiered/Non-Tiered Course Review Process agenda item following Approval of the Consent Agenda. Following a second by Member Burke, the motion carried.

APPROVAL OF CONSENT AGENDA

Technical Program and Curriculum Committee

After discussion and a thorough review of the application materials, the Technical Program and Curriculum Committee recommended TEA approval of the Medical Health Technician (51.1502) technical certificate submitted by Barton Community College and forwarding the program to KBOR for final approval.

- **Barton Community College**
Mental Health Technician (51.1502) - Technical Certificate/45 credit hours

Motion: Member Glassman moved to recommend approval of the Medical Health Technician (51.1502) technical certificate submitted by Barton Community College and forwarding the program to KBOR for final approval. Following a second by Member Kearney, the motion passed.

DISCUSSION AGENDA

Technical Program and Curriculum Committee

Tier/Non-Tier Course Review Process

Vice President Flanders reported the T/NT Course Reclassification Subcommittee met for the first time on November 21, 2014. Member Vietti, as chair of the TEA Technical Program and Curriculum Committee, is leading the subcommittee with Members Glassman and Kearney also serving on the subcommittee representing the TEA standing committees. The subcommittee also includes two representatives from the community college presidents and two representatives from the technical college presidents. The

subcommittee reviewed comments from the field and discussed critical issues submitted by the colleges and then brainstormed solution examples to address the issues. Prior to the next subcommittee meeting the institutions were asked to identify any additional critical issues and generate brainstorming options to address the issues. These will be discussed at the next subcommittee meeting on January 6, 2015 during which subcommittee members will rank the potential solutions generated and develop recommendations to present to the TEA. Members Glassman and Kearney and other TEA members shared comments regarding the timeline; the need for agreement on interpretations and application of the statutory definitions for technical programs, tiered technical and non-tiered courses; and purpose for recommended action considering the current state economy.

Outcome Metrics Pilot Project Report

Associate Director Chambers provided an overview of the Outcome Metrics measures and targets, and the results of the first year of the pilot program. The student cohort measured are students who (1) completed an approved exit point and (2) exited postsecondary education; and of those students, the target is for at least 90 percent to earn the industry-recognized program credential, at least 80 percent of the total cohort to become employed, and at least 95 percent of the statewide entry level wage to be earned by those students.

Associate Director Chambers highlighted the system level performance of the programs included in the pilot prior to providing the results for the first year for individual programs that were volunteered. Of the 14 program areas participating in the Outcome Metrics pilot program, 12 programs met or exceeded the 80 percent employment target for graduates exiting, and four programs met or exceeded the wage target. The system level performance results included data from all institutions providing the programs, not just those that volunteered for the pilot. Eleven institutions volunteered a total of 32 programs (14 separate programs) in the pilot for incentive consideration. Of the programs volunteered for the first year of the pilot, eight programs from six institutions met or exceeded the targets for all three of the Outcome Metrics measures. Results from all programs participating in the pilot were also shared with TEA members.

Motion: Following discussion, Member Burke moved to award \$7,500 to institutions for each of the individual programs meeting or exceeding the targets for all three metrics, to provide the opportunity for institutions to apply for Outcome Metrics Performance Enhancement grant funds for programs that met at least one target to improve the current pilot program results at a maximum of \$1,000, and to extend the pilot program for a second year to further develop reporting processes and improvement strategies. Following a second by Member Frederick, the motion passed unanimously.

Technical Program and Curriculum Committee

Program Alignment

Chair Akin recognized Senior Director Johnson to present the program alignment proposal.

- Medical Laboratory Technology (51.1004) - AAS/68 credit hours

Senior Director Johnson explained the alignment project began in response to some of the associate of applied science programs exceeding the 68 credit hour maximum. The project included faculty from all three institutions with currently active and approved Medical Laboratory Technology programs: Barton Community College, Manhattan Area Technical College and Seward County Community College/Area Technical School.

In lieu of a statewide business and industry committee, standards established by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), a national accrediting agency, and registry credentialing examinations were used as a basis for this alignment.

Medical Laboratory Technology program faculty from all three institutions and KBOR staff met on September 9, 2014 to begin the process of aligning all approved Medical Laboratory Technology programs at community colleges and technical colleges.

As a result of these discussions, consensus was reached by the participating faculty members resulting in the program alignment map as provided in the meeting booklet. The map designates one exit point (the AAS degree), 27 credit hours of common courses, 9 to 11 credit hours of agreed upon MLT courses and 23-27 credit hours of support courses for a maximum program length of 68 credit hours. The meeting minutes and proposed alignment map were sent to the participating faculty for a review/comment period from September 26, 2014 to October 10, 2014.

The proposed alignment map, reflecting the final recommendations from the faculty committee, was issued for presidential comment from October 13, 2014 through October 30, 2014. All comments received were in support of the program alignment.

The TEA Technical Program and Curriculum Committee reviewed and discussed the proposed Medical Laboratory Technology program alignment during the November 21, 2014 meeting and recommended approval of the proposed program alignment and map with a maximum program length of 68 credit hours.

Motion: Member Estes moved to approve the Medical Laboratory Technology (51.1004) program alignment and map as presented and to forward to KBOR for final approval. Following a second by Jay Scott, the motion passed unanimously.

Budget and Finance Committee

Member Glassman recognized Vice President Frisbie and Senior Director Johnson to present the budget reports and distribution recommendations.

2015 State Budget Status Report

Vice President Frisbie reported that the approved FY 2015 budget is underfunded and by state law the budget must be balanced by the end of the fiscal year. She further explained the Governor has statutory authority to selectively reduce State General Fund (SGF) line items at any time. KBOR received a budget allotment message which included one budget cut for postsecondary education, a \$67,000 reduction for the Board of Regents office operations. Vice President Frisbie noted in the revision of the FY 2015 budget the Governor is also looking at revenue revisions as well as expenditure revisions to balance the budget.

Vice President Frisbie presented and reviewed graphs of SGF revenues and expenditures from 2001 to 2017 and SGF revenue sources from FY 2008 to FY 2017. Tax bills enacted in 2011-2012 have constrained overall revenue growth for state expenditures. Vice President Frisbie explained SGF relies heavily over time on revenues from individual income tax. Revenue estimates for 2015, 2016 and 2017 based on current state law are not sufficient to support expenditures approved in the last legislative session.

The economic outlook issued in November 2014 by the Consensus Revenue Estimating Group did predict economic expansion for Kansas; however, the predicted expansion is not sufficient to fund the budget as approved by the 2014 Legislature. The November 2014 memo from the Consensus Revenue Estimating Group also noted another \$153 million in SGF will be lost in FY 2015 as a result of the 2011-2012 tax bills. Revenue estimates for FY 2016 and FY 2017 also include further anticipated individual income tax reductions in net income to the state.

2016-2017 KBOR Budget Appeal Report

The recommendations received by KBOR from the Division of Budget in November 2014 did not include any reductions in state funding for community and technical colleges nor did the recommendations include the \$8 million request to close the gap in tiered technical education. The Division of Budget recommendations did include the requested funding for Excel in Technical Education (SB 155). Vice President Frisbie reported the KBOR budget appeal included, as first priority, no reduction in state funding, an estimated \$2.85 million in additional funds for SB 155 and, if revenues do become available, to provide funds to close the gap in tiered technical education and to fund secondary students in technical education. The Governor is preparing budget proposals for FY 2016 and FY 2017 which will be released in his State of the State message on January 15, 2015.

2015 SB 155 Funding 1st Distribution

Senior Director Johnson presented three first distribution draft spreadsheets for the following proposed FY 2015 distributions: SB 155 first collection, Accelerating Opportunity: Kansas (AO-K) Proviso, and GED Accelerator.

Senior Director Johnson explained SB155 became law in FY 2013 providing free college tuition for high school students in postsecondary technical education courses and incentives to school districts for students earning identified industry-recognized credentials in high-demand occupations. Since the beginning of this initiative calculated tuition costs, credential incentives and state appropriations have steadily increased. The Tuition for Technical Education state appropriation for FY 2015 is \$22,250,000 - \$1.5 million for incentives to the school districts, \$20.25 million for tuition for secondary students enrolled in postsecondary tiered technical courses and a proviso approved by the 2014 Legislature (AO-K Proviso) for at least \$500,000 for tuition for adults without a high school diploma or GED who are enrolled in tiered technical courses in designated AO-K approved pathways. The tuition portion is distributed twice a year based on actual student enrollments submitted by the institutions to the Kansas Higher Education Data System (KHEDS).

The tuition for technical education (SB 155) first distribution includes secondary credit hours earned for summer 2014 and a first submission for fall 2014 as of early November 2014 as well as a reconciliation adjustment for FY 2014. The amount for each college was determined by multiplying secondary student credit hours by the course rate for each course according to the KBOR cost model. The first 2015 spreadsheet shows an unduplicated total headcount of 6,672 secondary students for a calculated total cost of \$10,905,540 based on actual enrollments. The 2014 reconciliation amount reconciles the amount received by each institution in 2014 with the actual amount of funding each institution should have received based on actual secondary student credit hour enrollments in tiered technical courses from 2014 academic year data reporting. With the 2014 distribution reconciliation adjustment of \$498,503, the proposed first distribution for 2015 secondary student tuition for technical education appropriation is \$11,403,043 and, if approved, will be made in January 2015.

2015 AO-K Proviso Funding 1st Distribution

For the first AO-K Proviso distribution period, 15 institutions with approved AO-K pathways submitted data showing a total unduplicated headcount of 78 students for a calculated total cost and proposed distribution of \$151,539 based on summer 2014 and initial fall 2014 credit hour enrollments.

2015 GED Accelerator Funding 1st Distribution

A separate line item in HB 2506 included an appropriation of \$1,905,228 SGF for the GED Accelerator which provides three incentives to eligible institutions for adults seeking and earning a GED/high school equivalency diploma and/or an identified industry credential while enrolled in an eligible postsecondary technical education program: \$170 to support GED testing costs for each adult student (up to \$150 for the GED examination and remaining dollars used for practice test or as needed at the discretion of the college), \$500 for each student who has received a GED while enrolled in technical courses within a technical program and \$1000 for each student seeking a GED who has received a designated industry credential while enrolled in a technical program. Senior Director Johnson reported that only a few institutions submitted data for this funding due to challenges involved in tracking these students and the limited timeframe to prepare for this program by the fall semester. It is anticipated the number of participating institutions will increase. The GED Accelerator incentive funding will be distributed in January, May and June 2015 based on data submitted to KHEDS by the institutions. The proposed first distribution based on student data from July 1 to November 7, 2014 includes \$1,190 for the \$170 testing cost incentive, \$3,000 for the \$500 GED incentive and \$19,000 for the \$1,000 industry credential incentive for a total of \$23,190.

Motion: Member Kearney moved to approve and recommend KBOR approval of the following first distributions in January 2015 as presented: \$11,403,043 for SB 155 tuition for technical education, \$151,539 for the AO-K Proviso and \$23,190 for the GED Accelerator. Following a second by Member Howell, the motion passed.

Kansas Innovative Technology and Internship Grants

Senior Director Johnson 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 grant fund proposal was reviewed by KBOR staff and submitted to the TEA for approval consideration.

- A request for \$48,897 in grant funds was received from Washburn Institute of Technology to add technical training systems and components (exhaust, anti-lock brake, charging and network systems and power graphing meters) to further enhance the diesel training pathways. The required business/industry match is met through donations of equipment: a diesel tractor unit from Frito Lay and an electronic engine from MHC Equipment for a total value of \$49,100.

Motion: Member Howell moved to approve the Kansas Innovation Technology and Internship grant award of \$48,897 to Washburn Institute of Technology. Following a second by Member Estes, the motion passed.

Three additional proposals were received during this funding round. KBOR staff will work with the institutions to collect additional data for potential funding consideration in the future.

Marketing Committee Report

Marketing for HB 2506

Member Kearney recognized Director Thompson and Caleb Asher, President and CEO of Sprout Communications, LLC and consultant for the HB 2506 marketing project, to provide an update on the “Get Unstuck” campaign. The campaign objective is to promote the benefits of the AO-K Proviso and GED Accelerator to the nearly 230,000 Kansas adults who do not have a high school diploma or GED as well as other adults ages 25-49 who may be “stuck” in their career path. The campaign messaging uses light humor to represent “sticky” situations with a solution to get “unstuck” by enrolling in programs at the two-year institutions to earn a GED and technical credentials with the goal to connect with a job through a career pathway. The campaign is financed through funds from the AO-K budget.

Director Thompson presented samples of the campaign print materials to the TEA. Posters and rack card brochures will be distributed to over 600 locations across the state including community and technical colleges, adult education centers, GED testing centers, workforce centers and Department for Children and Families regional offices. The National GED Testing Center is partnering with the campaign by providing funds for print materials for distribution to public libraries across the state and additional digital advertising.

Caleb presented the three campaign digital shorts to the TEA: Chewing Gum Inspector– a gum tester stuck in a dead end job and also stuck to her desk at the end of the work day, Muck Mover – a guy stuck in a pile of muck with life piling up no matter how hard he shovels, Squeegee Master – a window washer stuck in a frustrating situation but actually depicted just a few inches from the ground. A call to action to visit the website, kansasregents.org/GetUnstuck, is included at the end of each video short along with Facebook, Twitter and KBOR branding. The video shorts will be placed on the KBOR website and social media channels as well as Google Ads. Caleb noted the campaign components would be moved forward for promotion prior to the January 2015 enrollment dates. The website will provide direct contact information for enrollment at participating institutions. Links will be sent to the institutions and other partners to encourage promotion on their websites and social media channels.

ADJOURNMENT

Chair Akin called for adjournment. The next TEA meeting will be held prior to the Workforce Summit at the Capitol Plaza Hotel, Bison Room, in Topeka on Wednesday, January 21, 2015, at 10:00 AM. A joint breakfast with KACCTE will begin at 8:30 AM in the Homestead Room.

Respectfully submitted by:
Rita Johnson, Senior Director