

**KANSAS POSTSECONDARY  
TECHNICAL EDUCATION AUTHORITY  
MINUTES  
March 28, 2024**

The Kansas Postsecondary Technical Education Authority (TEA) meeting was held in the Board Office located in the Curtis State Office Building, 1000 S.W. Jackson, Suite 520, Topeka. Proper notice was given according to law. The meeting was called to order by Vice Chair Ray Frederick at 10:00 A.M.

**MEMBERS PRESENT:**

Ray Frederick, Vice Chair  
Mark Hess  
Curtis Sneden  
Todd Zimmer  
Tiffany Anderson  
Deb Mikulka (Virtual)  
Cindy Hoover (Virtual)  
David Reist (Virtual)  
Mike Beene  
Natalie Clark  
Laura Crosswhite (for Amber Shultz)

**AMENDMENTS TO AGENDA**

Vice Chair Frederick announced an amendment to the agenda to allow members to meet in an Executive Session. The Executive Session will be added to the agenda following Item H. under Other Matters and the regular meeting will resume immediately following the Executive Session.

**APPROVAL OF MINUTES**

Member Sneden moved to approve the minutes of the February 29, 2024, meeting and, following a second by Member Hess, the motion carried.

**INTRODUCTIONS**

None.

**REPORTS**

**REPORT FROM THE CHAIR**

None.

**MEMBER LIASON REPORTS**

Member Natalie Clark shared information on a number of CTE activities through KSDE. Among the activities noted were the annual statewide CTE Conference (with 500 participants); the kickoff of the annual CTE Student Organizations State Leadership Conferences (BPA, DECA, HOSA, TSA, FBLA, FCCLA, SkillsUSA, and FFA); and the review of 7 of the 16 Career Clusters has been completed, are currently out for public comment, and will be recommended to the Advisory Board in April.

Member Mike Been shared that Commerce has recently completed three economic development projects with Marvin Windows (Kansas City), H&T Recharge (Desoto) and GAF (roofing manufacturer in the Newton area) and wanted to express his appreciation to the community and technical colleges for their efforts and contributions in the success of these projects.

Member Beene also reminded members that we are entering the season of the signing of “National Letters of Intent” for CTE and that he would be attending several of these events in the next few weeks. Other members shared the excitement and energy surrounding these signing events in which they participated in the past. Member Anderson noted that she would be attending signing day events, and the Topeka school district would

be highlighting their students' participation via social media and encouraged other districts throughout the state to do the same.

#### REPORT FROM THE VICE PRESIDENT FOR WORKFORCE DEVELOPMENT

Interim Vice President Johnson provided members with an update on Board staff activities including campus monitoring visits for Perkins, Methods of Administration, and Adult Education; development of strategies to implement best Integrated Education and Training (IET) practices into all adult education centers, and participation in the national Coalition on Adult Basic Education (COABE) conference. She also noted the annual review of Promise Act eligible programs is completed and all currently approved programs will maintain eligible status. Colleges were, however, reminded that if they wanted to make a change to their designated 5<sup>th</sup> Field of Study, a written request needed to be submitted by May 8<sup>th</sup>. Colleges were also reminded to respond directly KSDE's "CTE Pathway Credential Recommendation" link with feedback in response to the survey that was sent on March 20, 2024. Lastly, Interim VP Johnson recognized retiring staff member Sue Grosdidier for her many years of outstanding service to the Board, her support and friendship as a member of the WFD staff, and most of all for her dedication to the many students whose lives she impacted.

#### REPORT FROM THE COMMUNITY COLLEGES

Garden City Community College President Ruda provided members with a report on the activities of the community colleges.

#### REPORT FROM THE TECHNICAL COLLEGES

Manhattan Area Technical College President Genandt (participating virtually) provided members with a report on the activities of the technical colleges.

#### APPROVAL OF CONSENT AGENDA

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

##### New Program

- Allen Community College: Machining & Manufacturing Technology: Certificate A/17 credit hours, Technical Certificate B/32 credit hours, Associate of Applied Science degree/60 credit hours

##### Promise Act

- Allen Community College: Machining & Manufacturing Technology

##### Excel in CTE Fees

- Allen Community College: Machining & Manufacturing Technology

Vice Chair Frederick called for a motion to approve the consent agenda. Member Beene so moved, and following a second by Member Sneden, the motion carried.

#### DISCUSSION AGENDA

##### **Budget and Finance Committee**

##### AY2025 Excel in CTE Fees

Vice Chair Frederick called on Associate Director Chambers who updated members on the status of the annual review of Excel in CTE Fees. Academic Year 2025 annual fees submitted by institutions were initially presented during the 1/25/2024 TEA meeting. Background information and a review of the various activities since that time were shared. Meaningful discussion among the members and general comments from the colleges focused on:

1. Why some fees previously covered were no longer able to be absorbed by the institutions.
2. How program availability, requirements, and associated fees are communicated to high school students, parents, and the public in general.
3. Whether these fees are required of all students or if alternative funding opportunities exist.

Members expressed continued concerns regarding the dollar amount of these fees and the number of potential students/families who not only cannot afford to pay them but would not even approach a high school counselor or a college to ask if other resources might be available to subsidize these costs. Institutions shared that increasing demand for Excel in CTE programs and the ability of colleges to expand to meet this demand is becoming increasingly difficult. Colleges in general responded with examples of how in some instances these fees are potentially being subsidized through other sources as well as concerns regarding setting fees at zero for the year and the “what if” scenario should current resources not be available for the spring semester.

Motion: Member Anderson moved to approve the AY2025 Excel in CTE fees as presented for one year with the understanding this is the beginning of an ongoing conversation with the institutions and additional dialog regarding revisions to the fee costs to high school students will be occurring in the future. Following a second by Member Reist, the motion passed with one dissention.

In addition to the approval of the AY 2025 Excel in CTE fees, Board staff requested members provide clarification of fee allowability and submission practices related to three specific issues:

1. Fees submitted for textbooks/e-books at a cost assessed at a per credit hour rate and not identified by title (or ISBN) or cost.

Motion: Member Sneden moved that for clarity institutions will need provide a title (or ISBN) and cost for each textbook/e-book for which the fee is being assessed to be an allowable fee and asked Board staff to revisit this submission with the individual institution in question so that the fees can be approved. Following a second by Member Anderson the motion carried.

2. Printing costs specifically associated with state curriculum, online resources, or other instructional resources in place of textbooks.

Motion: Member Reist moved to approve printing fees for resources such as state curriculum, online resources, or other instructional materials in place of textbooks. Following a second by Member Hoover the motion carried.

3. Separation of certification and the subscription fees for online course content and coursework such as OSHA.

Following discussion, the consensus of the members was to request actual cost of the certification be broken out and submitted separately from a subscription for the on-line course content and coursework, such as in the example provided of OSHA certifications. Members agreed to approve the combined costs for AY2025 but requested these fees be submitted separately going forward.

## **OTHER MATTERS**

### **LEGISLATIVE UPDATE**

Members received a Legislative update from Vice President Elaine Frisbie during which she noted that after reviewing over 1,400 bills, the Legislature is in week twelve and first adjournment is scheduled for Friday, April 5<sup>th</sup>. Board staff continues to monitor the Board’s priorities and a new development has arisen. The Senate recently passed a bill (which now would need to go to the House for consideration) that would, in addition to the state universities, provide additional state funding for repair and maintenance of facilities for all twenty-seven public institutions.

### **KANSAS HOSPITAL ASSOCIATION’S HEALTH CARE VIRTUAL CAREER DAY**

Jaron Caffrey, Director of Workforce and Health Care Policy, with the Kansas Hospital Association (KHA) shared information with members regarding the Health Care Virtual Career Day which occurred on February 1, 2024. This event, sponsored by KBOR, KHA, and KSDE, took students inside Kansas hospitals and on-site locations via video conferencing to learn about the many career opportunities available in health care and engage them in real-world learning. Mr. Caffrey shared that over 3,000 students, 160 schools (ranging from

elementary to universities), and a considerable number of adult learners registered for this event. Twelve KBOR institutions had students/staff participating and Barton Community College and Kansas City Kansas Community College helped sponsor the event and had promotional videos featured. He also noted that preliminary planning is underway for the next event to occur in February 2025.

#### INTEGRATING ACADEMICS WITH CTE

Associate Director, Laura Leite shared that through the Kansas State Plan for Career Technical Education (Perkins V) and the Kansas State Plan for the Workforce Innovation and Opportunity Act (WIOA) funding was established to support activities to implement partnerships between adult education centers and Perkins-approved CTE programs to improve student success and integrate conceptualized academic instruction by adult education/academic instructors, and CTE instructors in the CTE classroom. In response to the RFP, funding for Project Proposals submitted from Flint Hills Technical College Adult Education for \$46,000 and from Seward Community College for \$26,000 will be awarded to these institutions.

#### PROPOSED AY2025 (2024-2025) TECHNICAL EDUCATION AUTHORITY MEETING CALENDAR

Director April White shared a revised proposed schedule for full TEA meetings, Committee meetings, and Program Approval dates for AY2025 prepared by staff. She explained the schedule was developed based on KBOR meeting dates and the time requirements for items to be reviewed by TEA committees and the full TEA prior to being forwarded to KBOR for final approval. Director White asked members and the colleges to review the proposed schedule and send any concerns or potential major conflicts to staff so that a final schedule can be approved at the May meeting.

#### REVIEW OF AY2024 POSTSECONDARY TECHNICAL EDUCATION AUTHORITY GOALS

Director White reminded members that every year the TEA sets goals and provided members with a list of the AY2023-2024 goals adopted by the TEA in May of 2023 and assigned to specific committees during the TEA's August 17, 2023, meeting. As the goals were reviewed, Director White provided a status update on the progress made toward completion of each of the goals and identified specific items to be carried forward into the coming year as ongoing initiatives.

#### REVIEW OF POSTSECONDARY TECHNICAL EDUCATION AUTHORITY RESPONSIBILITIES

Director White shared a document outlining the responsibilities of the TEA as defined by statute, those assigned by the Board, and the elements of the Boards overall Strategic Plan. Members were encouraged to reflect upon the scope of these responsibilities as they begin to think about the areas in which the TEA would like to focus their efforts in moving the system forward as they set the TEA goals for the coming year. Final goals for AY2025 will need to be established at the May TEA meeting.

#### TEA APPROPRIATIONS REQUEST REMINDER

Interim Vice President Johnson reminded members that the Board of Regents is responsible for developing a unified budget request for the postsecondary system annually and that the Board asks the TEA, two-year colleges, and Board staff to provide a list of suggested items to be included in the appropriations request. She provided members with a list of the items for which the TEA requested funding last year which included: full funding for Tiered and Non-Tiered State Aid and Excel in CTE; funding for CTE Capital Outlay and Capital Outlay Aid for colleges not receiving CTE Capital Outlay; funding to improve internal IT/Networking structures, security, and cybersecurity; funding for Workforce Development efforts including Apprenticeships and other Workforce initiatives; additional funding for Adult Education; funding to expand micro-internship efforts; and funding for the Technical College operating grant.

She explained that final list of appropriation requests will need to be completed by the May 30, 2024, TEA meeting. She encouraged TEA members and the two-year colleges to provide input regarding potential items to be included in the development of TEA's appropriation request.

ELECTION OF OFFICERS REMINDER

Interim Vice President Johnson reminded members that the TEA elects a chair and vice chair during their May each year and requested that members contact her or Chair Humphrey if they have an interest in serving or would like to nominate an individual to serve in either position.

RECESS

At 11:50 a.m., Member Beene moved that the Postsecondary Technical Education Authority recess into executive session for 30 minutes in the Kathy Rupp Conference Room to discuss personnel matters of non-elected personnel. The purpose of the executive session was to protect the privacy of the individual prospective employee involved. Following a second by Member Sneden, the motion carried.

Vice Chair Frederick recessed the open meeting at 11:55 a.m. to be reconvened at 12:30 p.m.

EXECUTIVE SESSION

Vice Chair Frederick reconvened the meeting in executive session at 12:05 p.m. on Thursday, March 28, 2024, in the Kathy Rupp Conference Room.

MEMBERS PRESENT:           Ray Frederick  
                                      Curtis Sneden  
                                      Todd Zimmer  
                                      Mike Beene  
                                      Mark Hess  
                                      Cindy Hoover  
                                      Debra Mikulka  
                                      David Reist

Participating in the executive session were members of the TEA, President and CEO Blake Flanders, General Counsel John Yeary, and Interim Vice President Rita Johnson.

RECONVENE

Vice Chair Frederick reconvened the open meeting at 12:30 p.m. at which time Member Beene moved to approve the recommended personnel action discussed during executive session. Following a second by Member Mikulka the motion carried.

NEXT MEETING REMINDER

Vice Chair Frederick reminded members that the next regularly scheduled TEA meeting is a Conference Call and will be held virtually on April 25, at 10:00 a.m.

ADJOURNMENT

Vice Chair Frederick adjourned the meeting at 12:40 p.m.