

# New Program Request Form

## CA1

### General Information

Institution submitting proposal	Wichita State University the Campus of Applied Sciences and Technology
Name, title, phone, and email of person submitting the application ( <i>contact person for the approval process</i> )	Jennifer Seymour Vice President of General Education and Applied Technologies jseymour2@wsutech.edu 316.677.1695
Identify the person responsible for oversight of the proposed program	Doug Maury Dean, General Education and Professional Studies
Title of proposed program	Accounting
Method of program delivery (face to face, online, hybrid)	This program will offer courses in multiple modalities including face to face online, hybrid and hyflex
Proposed suggested Classification of Instructional Program (CIP) Code	52.0302
CIP code description (from <a href="https://nces.ed.gov/ipeds">nces.ed.gov/ipeds</a> )	Accounting Technology/Technician and Bookkeeping A program that prepares individuals to provide technical administrative support to professional accountants and other financial management personnel. Includes instruction in posting transactions to accounts, record-keeping systems, accounting software operation, and general accounting principles and practices
Standard Occupation Code (SOC) associated to the proposed CIP code	43.3031
SOC description (from <a href="https://onetonline.org">onetonline.org</a> )	Bookkeeping, Accounting, and Auditing Clerks Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers.
Number of credits for the degree <u>and</u> all certificates requested	60 – Associate of Applied Sciences 42 – Technical Certificate
Proposed Date of Initiation	January 2025
Specialty program accrediting agency	N/A

Industry-recognized certification(s) to be earned by students	Program prepares students to sit for the American Institute of Professional Bookkeepers (AIPB) Certified Bookkeeper (CP) exam.
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Signature of College Official Jennifer Seymour Date 9/12/2024

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

## **Narrative**

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA-1a form).

*Institutions requesting subordinate credentials (i.e., requesting a CERTB when an AAS is already approved and coursework is a subset of existing courses) need only submit the following sections:*

- 1) General Information,*
- 2) Program Rationale,*
- 3) Demand for the Program (all 10-year Occupational Outlook data and Perkins CLNA information),*
- 4) Complete catalog descriptions (including program objectives) for the proposed program,*
- 5) List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program,*
- 6) List any pertinent program accreditation available (rationale for seeking or not seeking accreditation and plan to achieve accreditation),*
- 7) CA-1b if Excel in CTE fees if requesting approved to charge fees that are not already approved,*
- 8) CA-1d if requesting eligibility for Promise Scholarship, and*
- 7) Program Approval at the Institution Level*

### **Program Rationale**

- Provide an overall explanation and background surrounding the development of the proposed program. Include why the program is needed, where the idea to offer the program came from (including the requesting entity), number of projected enrollments, and who was involved in the development of the program.

Multiple data sources including the Kansas Occupational Report indicate there is a significant need for accounting professionals such as Accounting Specialists and Accounting Clerks in the Southcentral region and throughout Kansas. Currently, the projections indicate there will be over 2000 open positions annually over the next ten years. WSU Tech's proposed accounting program is expected to provide qualified candidates for those positions at the rate of 20 in the first year and 40 in years two and three. Additionally, students can further their education by pursuing a bachelor's degree through WSU/WSU Tech established 2+2 program with the Barton School of Business (Appendix A).

The proposed program is the result of a successful partnership between WSU Tech, Koch Industries and Wichita State University. WSU Tech's Business Administration program has included a technical certificate in accounting since 2019. In 2021, Koch Industries approached WSU Tech with a vision to cultivate its own talent in the accounting field, to address staffing challenges within its diverse businesses. Inspired by their successful model in the IT sector, where they collaborated with Catalyte, a task force was established. This task force, comprising representatives from WSU Tech, Koch Industries, and WSU, worked in unison to create a specialized Accounting Technical Certificate part of the WSU Tech current Business Administration degree.

The certificate, launched in the fall semester of 2021, offers a unique blend of accounting and business courses. The certificate course work is complemented by an applied learning opportunity with Koch industries. The applied learning opportunity is open to all students but not required. Students apply for the internship through a competitive process that includes interviews with Koch personnel. If selected,

the student's tuition at WSU Tech is paid for by Koch industry, the students are provided with a paid part time position in which they work alongside Koch accountants, and they attend additional complementary courses via Koch U. Upon completing the coursework, the students may be given full-time employment opportunities at Koch Industries. Since its inception, the Koch Apprenticeship program has showcased remarkable success. There has been a total of 68 WSU Tech students enrolled in the apprenticeship program. Twelve students graduated with a TC in Accounting and were offered full-time employment at Koch Industries. Five of the students did not complete the internship and 51 students are still completing their coursework. Koch Industries has reported that the program's success rivals its internship initiatives with four-year institutions, sparking an unforeseen surge in demand for more students through this channel.

Early in 2024 in response to the evolving needs of the accounting industry, Koch Industries brought to WSU Tech the need for additional coursework in accounting, data analytics and data visualization. Adding new coursework plus student demand prompted WSU Tech leaders to work with local business and industry to develop a new program dedicated to accounting outside of a general business degree. The proposed accounting degree program is designed to be agile and responsive and includes fundamental accounting courses and specialized data analytics and visualization training.

The proposed accounting program will continue to incorporate applied learning opportunities through Koch Industries. Student enrolled in the proposed accounting program will also be afforded the opportunity to participate in the Koch Apprenticeship Program. The college's track record in providing relevant programming in accounting, coupled with Koch Industries' endorsement and request for expansion, underscores its value and relevance, instilling confidence in its ability to continue to meet the industry's needs.

- If the recommended program is duplicative of other programs in the area, please specifically address why the new, additional program is necessary.

In Kansas, nine technical and community colleges are currently providing certificates and two-year degrees in accounting. However, despite these efforts and approximately 2,000 annual openings, there were only 53 graduates from the current accounting programs, with Butler and Cowley Community College data suppressed due to low numbers. The analysis of demand data (Kansas Occupational Outlook and JobsEQ) and insights from the 2022 K-Tip data presented in this proposal reveals a significant and urgent unmet need for qualified candidates in the accounting sector. This underscores the critical importance and timeliness of our proposed program.

Moreover, it is essential to recognize successful models that have emerged in the region. WSU Tech and Koch Industries, for instance, have pioneered a highly effective approach to delivering pertinent accounting education. Their collaborative efforts have provided students with theoretical knowledge and invaluable applied learning opportunities, culminating in enhanced employability prospects for program graduates.

Therefore, while acknowledging the existing landscape of educational offerings, introducing a new program is warranted to address the evident gap in meeting the demand for skilled professionals in the accounting field. Drawing inspiration from successful partnerships like WSU Tech and Koch Industries, the proposed program aims to bridge this gap by offering a tailored curriculum that emphasizes practical experience and aligns with the evolving needs of the industry.

## **Program Description and Requirements**

- Provide a complete catalog description (including program objectives/outcomes) for the proposed program.

The Accounting program is designed to provide students with a comprehensive foundation in accounting principles and related business skills, including data analysis. This program combines theoretical knowledge with practical applications to prepare students for entry-level positions in accounting.

## **Student Learning Outcomes**

1. Communication- The student will demonstrate the ability to communicate effectively using written and/or oral communication.
2. Information Literacy- The student will recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information.
3. Problem Solving- The student will demonstrate the ability to analyze information and solve problems.
4. Workplace Skills - Demonstrates a mastery of workplace skills/soft skills, exhibits initiative, adapts to varied situations

## **Program Outcomes**

- 1 Apply fundamental accounting principles to analyze and record financial transactions accurately.
- 2 Demonstrate understanding of financial statements by Generally Accepted Accounting Principles (GAAP).
- 3 Utilize accounting software, including QuickBooks, for efficient financial management.
- 4 Analyze financial data to support decision-making processes within an organizational context.
- 5 Apply managerial accounting concepts for cost analysis, budgeting, and internal decision-making.
- 6 Demonstrate a comprehensive understanding of fundamental business concepts.
- 7 Apply business principles in analyzing organizational operations' economic, legal, and ethical aspects.
- 8 Utilize data science tools for fundamental analysis and visualization in accounting contexts
- 9 Demonstrate an understanding of tax principles and regulations.
- 10 Prepare tax documents and provide essential tax planning advice.
- 11 Apply principles of personal finance to manage individual financial affairs.
- 12 Provide essential financial planning advice to individuals.
- 13 Apply introductory data science concepts for analysis and interpretation of data.
- 14 Create visual representations of data to enhance decision-making processes.
- 15 Apply data analytics tools and techniques to analyze complex datasets effectively

- Include any work-based learning requirements of the program, such as clinicals, internships, etc. If clinical experience is required, please identify whether sufficient clinical sites are available.

An internship is not a course in the program and is not a graduation requirement; however, many students participate in the Koch Accounting Apprenticeship which includes an internship placement.

- List and describe the admission and graduation requirements for the proposed program.

#### Admission Requirements:

- The requirements for admission to the Accounting Program are:
- Attainment of 16 or more years of age
- Documentation of high school graduation or satisfaction of high school equivalency certificate requirements, or students currently enrolled in high school or GED program and have attained junior status.
- Completion of application and related procedures

#### Transfer Students

- Admission of transfer students to the Accounting Program contingent upon their meeting the following requirements:
- Regular admission and good standing at a regionally accredited technical certificate or degree granting institution and proper completion of applications and related procedures.

#### Program Requirements

- 42 semester credits for technical certificate 60 semester credits for the associate applied sciences degree with an overall GPA of 2.0 or higher.
- A passing grade in all courses (grade of C) within the student's declared program of study.
- Completion of all skill competencies with a minimum grade of 80%
- At least 25 percent of credits must be earned at WSU Tech.
- Recommendation for graduation by the registrar.

#### Graduation Requirements

To be awarded an AAS degree or technical certificate, students must pass all required coursework, submit required transcripts for transfer credit and meet all academic, financial, or other obligations required for their program of study. To be eligible for graduation, students must have an overall GPA of at least 2.0. WSU Tech urges students to continuously monitor their educational progress. Before the final semester or registration period, students must meet with an Academic Advisor to ensure all requirements will be finished before the anticipated graduation date.

#### **Demand for the Program**

- Using the most recent Kansas Department of Labor's Long Term (10-year) Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections for the SOC code identified in the General Information section: annual occupational growth, estimated annual median wages, and typical education level needed for entry.
  - Labor information included should show demand in the occupation for the level of education being proposed for the program.
  - Include additional data for local and regional employer demand if available.
  - For new programs for which state-level labor data is not yet available, additional resources to demonstrate demand for the occupation being trained must be included. Job posting data (cite resource used and date of review) and projected hiring needs for



employers (documented in employer letters of support) are examples of additional labor data documentation.

The exploration of employment trends for the combination of CIP Code 52.0302 (Accounting Technology/Technician and Bookkeeping) and SOC Code 43.3031 (Bookkeeping, Accounting, and Auditing Clerks) reveals a favorable outlook for graduates of the proposed accounting program at WSU Tech. According to the Kansas Long-Term Occupational Report for 2022-2032, in Kansas, the average wage for this field is \$43,580, with an expected education level of some college. Projections indicate a substantial number (2,171) of annual job openings. Notably, many of these opening's stem from employee transfers (1,001 per year) and exits (1,274 per year) from the occupation. The occupation also appears on the High Demand Occupations Kansas 2023 report indicating a demand score of 29.

Further insights from JobsEQ 2024 highlight promising prospects for individuals in this field. The average wage is \$43,000, with 14% holding an associate's degree and 56% possessing some or no college education. Projections indicate 2,629 open positions over the next seven years, with exits (1,565) and transfers (1,308) contributing to this demand. There are 68 online job advertisements for this occupation in Sedgwick County alone. Additionally, the ten-year demand data reflects diverse sectors seeking candidates, from Accounting and Tax Preparation Services to Aerospace and Construction. Notably, the Accounting, Tax Preparation, Bookkeeping, and Payroll Services sector alone anticipates hiring 478 new employees over the next seven years, highlighting a broad spectrum of opportunities within the accounting field.

The job prospects for graduates in the accounting field are promising. Graduates in the technical certificate and AAS will be fully qualified to fill the more then 2,000 open positions. Additionally, graduates of the AAS degree will be prepared to continue their education to the bachelor's degree level and WSU Tech has an active 2+2 agreement with WSU to accommodate students with these goals.

The average wage is competitive, and many job openings are projected both statewide and locally. Individuals equipped with the skills and qualifications offered by the accounting program at WSU Tech stand to benefit from a robust job market. The data also emphasizes the versatility of accounting skills, with opportunities available across various industries, ranging from traditional accounting services to specialized sectors like aerospace and construction. Overall, the employment outlook paints a positive picture for aspiring accounting professionals, signaling a strong demand for their expertise in Kansas.

- Show demand from the local community. Provide letters of support from at least three potential employers in your region, which state the specific type of support they will provide to the proposed program. Examples of program supports may include commitments to interview graduates for job positions, providing scholarships, providing internships or other work-based learning opportunities, donation of equipment/materials, assistance with program design, serving on advisory board, etc.

## **Appendix B - D**

- Provide data from the most recent Perkins Comprehensive Local Needs Assessment recommendations, demonstrating the need for the program initiation.

The proposed program is aligned with the Perkins Comprehensive Local Needs Assessment. CIP Code 52 appears in section of the report dedicated to providing justification for programs that have too many concentrators for occupational Openings/demand. The committee indicated that the concentrators

information in CIP CODE 52 are focused on 52.0799 Business Management & Entrepreneurship (92) and 52.0801 Business Finance (205). The committee did not review or indicate there we too many concentrators for 52.0302 Accounting. Instead, the committee recognized that there is significant demand for accountants/auditors by calling out the number of job postings (545) on JobSEQ for the past 12 months. The committee also recognized an overall 1800 annual openings for all positions in CIP Code 52.

- Describe/explain any business/industry partnerships specific to the proposed program.  
*If a formal partnership agreement exists, agreement explaining the relationship between partners and documenting support to be provided for the proposed program must be submitted to the Board office independent from the CAI materials for review purposes. The agreement will not be published or posted during the comment period.*

WSU Tech has had a strong partnership with Koch Industries since 2019 when the college worked with WSU and Koch Industries to create the Koch Apprenticeship Program. In this program WSU Tech students currently enrolled in the WSU Tech Accounting Technical Certificate which is part of the Business Administration program, have the opportunity to work alongside accountants and tax professionals from Koch as paid part time apprentices. They also have their WSU Tech tuition paid in full and attend complementary Koch U courses. Student enrolled in the proposed accounting program will also be afforded the opportunity to participate in the Koch Apprenticeship Program.

The College will continue developing working relationships with area businesses and industry to develop internships, earn and learn opportunities, and guaranteed interviews for program participants/ graduates. These partnerships are of tremendous benefit for placement upon graduation and obtainment of the available certifications. Below is a list of the current business and industry representatives working with the proposed program. The willingness of these businesses and educational institutions working with WSU Tech to create this program speaks to the value WSU Tech places on industry and other partnerships.

**Accounting Program Industry Advocate Team**

<b>Member</b>	<b>Organization</b>
Linda Sessions	WSU Tech
Dr. Penny Seiwert	WSU Tech
Dr. Doug Maury	WSU Tech
Dr. Jennifer Seymour	WSU Tech
Trish Schmidt	WSU Tech
Alejandro Arias-Esparza	Koch Industries
Rich Morrow	Morrow & Co, CPA
Alan Seiwert	Daland Corporation
Jennifer Stone	Cargill
Julie Morris	Intuit TurboTax

**Duplication of Existing Programs**

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of



declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates exiting the system and employed.

Institution	CIP Code	Program Name	Declared Majors	Number of Program Graduates	Number of Graduates exiting the system and employed	Annual Median Wage for Graduates exiting the system and employed
Barton Community College	52.0302	Accounting Technology/Technician and Bookkeeping	8	*	*	*
Butler Community College	52.0302	Accounting Technology/Technician and Bookkeeping	31	*	*	*
Cowley Community College	52.0302	Accounting Technology/Technician and Bookkeeping	37	*	*	*
Highland Community College	52.0302	Accounting Technology/Technician and Bookkeeping	133	10	*	*
Hutchinson Community College	52.0302	Accounting Technology/Technician and Bookkeeping	39	5	5	*
Johnson County Community College	52.0302	Accounting Technology/Technician and Bookkeeping	282	15	8	\$49,883
Manhattan Area Technical College	52.0302	Accounting Technology/Technician and Bookkeeping	24	*	*	*
Neosho County Community College	52.0302	Accounting Technology/Technician and Bookkeeping	24	10	*	*
Seward County Community College	52.0302	Accounting Technology/Technician and Bookkeeping	7	*	*	*

- Was collaboration with similar programs pursued? Please explain the collaboration attempt, and if not pursued, rationale for why collaboration was not a viable option. (Recommend that collaboration opportunities be explored and documented with existing programs, examples include sharing best practices, recruitment and retention strategies, curriculum or equipment suggestions, working with business and industry on work-based learning opportunities, etc.)

During the development phase of the proposed program, the Dean of Professional Studies at WSU Tech contacted Janice Akao, the Accounting Department Chair at Butler Community College, to discuss strategies for ensuring the success of the AAS option at WSU Tech. However,

we are still waiting to receive a response. Additionally, program leadership is working with Pratt Community College (Accounting Faculty member Angie Tatro) on the selection of appropriate certifications for the program.

WSU Tech offers an Accounting Technical Certificate as part of its Business Administration program. Students have an opportunity to participate in an applied learning experience opportunity through a partnership between Koch Industries, Wichita State University (WSU), and WSU Tech. During the development phase of the proposed Associate of Applied Science (AAS) in Accounting, WSU Tech collaborated closely with these partners to create an effective curriculum pathway from WSU Tech to WSU.

**Program Information**

- If the program has undergone the alignment process at the state level, please review alignment requirements and ensure the courses, industry-recognized certifications, and accreditation requirements are met in the proposal. Listing of aligned programs can be found at: [https://www.kansasregents.org/workforce\\_development/program-alignment](https://www.kansasregents.org/workforce_development/program-alignment)

This is not an aligned program

- List by prefix, number, title, and catalog description all courses (including prerequisites) to be required or elective in the proposed program.

**Appendix E**

- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.

AAS Accounting

Total Credits 60

Semester 1

Course #	Course Title	Credits	Function
ACC 105	Fundamentals of Accounting	3	Technical Studies
ACC 160	Principles of Accounting I	3	Technical Studies
BUS 130	Personal Finance	3	Technical Studies
CED 115	Computer Applications	3	General Studies

Semester 2

Course #	Course Title	Credits	Function
ACC 170	Principles of Accounting II	3	Technical Studies
BUS 104	Introduction to Business	3	Technical Studies
BUS 137	Introduction to QuickBooks	3	Technical Studies

MTH 108	Contemporary Math	3	General Studies
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## Semester 3 (Summer)

Course #	Course Title	Credits	Function
SPH 101	Public Speaking	3	General Studies
	Humanities Elective	3	General Studies

## Semester 4

Course #	Course Title	Credits	Function
ACC 130	Managerial Accounting	3	Technical Studies
ACC 230	Tax Accounting	3	Technical Studies
BUS 200	Principles of Management	3	Technical Studies
	Social Science Elective	3	General Studies

## Semester 5

Course #	Course Title	Credits	Function
ENG 101	Composition I	3	General Studies
PHL 110	Ethics	3	General Studies
AAD 110	Data Exploration and Interpretation	3	Technical Studies
ECO 105	Principles of Macroeconomics	3	General Studies

## TC Accounting

Total Credits

42

## Semester 1

Course #	Course Title	Credits	Function
ACC 105	Fundamentals of Accounting	3	Technical Studies
ACC 160	Principles of Accounting I	3	Technical Studies
CED 115	Computer Applications	3	General Studies
MTH 108	Contemporary Math	3	General Studies

## Semester 2

Course #	Course Title	Credits	Function
BUS 104	Introduction to Business	3	Technical Studies
ACC 170	Principles of Accounting II	3	Technical Studies
BUS 137	Introduction to QuickBooks	3	Technical Studies

SPH 101	Public Speaking	3	General Studies
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Semester 3 (Summer)

Course #	Course Title	Credits	Function
AAD 110	Data Exploration and Interpretation	3	Technical Studies
PHL 110	Ethics	3	General Studies

Semester 4

Course #	Course Title	Credits	Function
ACC 130	Managerial Accounting	3	Technical Studies
AAD 120	Data Visualization	3	Technical Studies
ACC 230	Tax Accounting	3	Technical Studies
ENG 101	Composition I	3	General Studies

- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative

This program does not have multiple curricula.

- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seeking said accreditation.
  - If seeking accreditation, also describe the plan to achieve it.
- If the program/coursework will be made available to high school students, provide letters of support from local high schools and/or districts that intend to participate.

## Appendix F

### Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program. The college has hired a full-time faculty member to teach the accounting courses in the program. The program includes other courses from the college curriculum inventory. These courses will be taught by current faculty in the Business Administration and Information Systems programs

#### **Bryan Elmore**

- Master of Business Administration emphasis in Accounting, University of Phoenix
- Certified Public Accountant
- 8 years of industry experience

#### **Dr. Penny Seiwert**

- Ph.D. Business Administration, California Intercontinental University
- Full time post-secondary faculty member at Northern Arizona University and WSU Tech. Dr. Seiwert currently service as the program director for Business Administration at WSU Tech.

#### **Linda Sessions**

- Master of Business Administration, Friends University

- Full time post-secondary faculty member at WSU Tech responsible for computer education and business administration courses.

The proposed program includes new courses from the Information Systems Department. These courses are taught by full-time faculty already employed with the college.

Qualified faculty members are identified primarily by credentials, but other factors, including but not limited to equivalent experience, may be considered by the institution in determining whether a faculty member is qualified”. To comply, all instructors will be assessed by the following:

1. Master’s A: Master’s degree or higher within subject area of teaching, or
2. Master’s B: Master’s degree or higher not in subject area and 18 hours of graduate course work within subject area of teaching, or
3. Meet a minimum of a 3 on the Education & Years of Experience rubric standards

Category	4	3	2	1
<b>Education</b>	Master’s degree in content area or Master’s degree plus 18 grad level hours in content area	Master’s degree plus 9 grad level hours in content area	Master’s degree (subject other than content area)	Bachelor’s degree and enrolled in graduate program
<b>Experience</b>	10+ years of experience in discipline or industry	5+ years of experience in discipline or industry	3+ years of experience in discipline or industry	Less than 3 years of experience in discipline or industry

**Cost and Funding for Proposed Program**

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

**Personnel**

WSU Tech has hired a full-time faculty member to teach the accounting courses in the program. All other courses in the program will be taught by current members of the WSU Tech teaching staff.

**Physical facilities:**

WSU Tech will house the program at the WSU Tech South location. This facility has more than sufficient classroom and lab space to accommodate the proposed program.

**Instructional Equipment**

The proposed program will be housed at WSU Tech South which has ample instructional infrastructure including computer labs, and two Hy flex equipped classrooms to facilitate multiple delivery modalities. No additional instructional equipment is required.

In years 1 - 3, the proposed program will have 1000.00 for instructional supplies and technology paid for with institutional funds and student fees.

**Instructional Materials:** WSU Tech follows an all-inclusive finance model in which instructional materials used in the classroom are incorporated into the cost of tuition resulting in no additional cost to students. Standing outside of this cost structure are books (either physical or digital), and tools.

The costs listed below are applicable to adult students only. These fees do not apply to high school students.

**Books and Tools**

Course Number	Course Title	Cost
ACC 105	Fundamentals of Accounting	\$68 Book Fee
ACC 130	Managerial Accounting	\$68 Book Fee
ACC 160	Principles of Accounting I	\$95 Book Fee
ACC 170	Principles of Accounting II	\$68 Book Fee
ACC 230	Tax Accounting	\$68 Book Fee
	15 credits of General Education	\$1,020.00

**Advising Services**

Advising prospective students will be shared between the program and the college's Student Services staff. As with other programs offered by the college, Student Services personnel provide general information, assist students with admission to the college, and transfer credits. Program personnel supply detailed information about the program. The Financial Aid Specialist provides financial aid advice.

**Additional services:**

WSU Tech supplies various services to students designed to ensure they are successful in their educational pursuits. There is no or limited charge for these services.

**Online Services:** WSU Tech supplies online services designed to support the hybrid and online instructional environment.

**NetTutor** – available when the student is ready NetTutor is a 24/7 online tutoring service that provides effective as-needed tutoring in all topics, including general education discipline and technical areas such as nursing and engineering.

**Technology support** for WSU Tech online students includes a student help desk which provides technology assistance as needed, enhanced WIFI hot spots at all WSU Tech locations, and student Laptop Loan service available for a nominal fee (\$50.00 per semester).



**WSU Tech Online Orientation** – Online Orientation is designed to provide students with access to comprehensive orientation and college success materials when it fits their schedule. The materials include what to expect in an online or hybrid course and effective study skills.

**Online Student Services Support:** All student services, including academic advising, enrollment, and financial aid, are available to students in the online environment.

Library – extensive online database services such as EBSCOhost and ProQuest are available to all WSU Tech students.

**Wrap Around Services:** to prepare students for the rigors of college coursework, WSUTech provides a variety of wrap-around services, including:

- **Library:** The Library is on the South campus, while the NCAT facility includes a shared space that houses both library and tutoring. Also, online library services are available to all students and include access to extensive database services like EBSCOhost and ProQuest. Students can also access several databases by signing up for the Kansas Library Card.
  - **Tutoring Hub:** Tutoring services are available at the NCAT and South Campuses. General education topics, such as Math, English, and writing as well as technical topics such as Blueprint Reading and Accounting, are available. In addition, science-based tutoring services are available at the South and Old Town campuses.
  - **Mentoring:** WSUTech provides a formalized academic mentoring program for students with academic risk factors. This program pairs students with faculty volunteers to ensure students meet their academic obligations and goals.
  - **Academic Success Week:** At the beginning of the Fall and Spring semesters, WSUTech hosts workshops and events designed to engage students in the academic side of college. Topics include notetaking skills, dealing with stress, test-taking skills, and using library and technology resources such as the IT help desk and the Colab.
  - **TRIO Student Support Services:** For students who meet the college’s TRIO eligibility requirements, WSU Tech provides services designed to help students maximize their potential and meet their educational goals. These services include academic coaching, tutoring, financial planning, transfer assistance, cultural enrichment, career exploration, and mentoring.
  - **The Department of Student Engagement:** This department provides students with opportunities to engage in college life outside the classroom. Activities include student organizations and clubs such as Skills USA, Veterinary Nursing, and Esports. Other activities include welcome week events such as “Doughnuts with Your Dean” and lecture series on current topics.
  - **The Office of Disability Services:** coordinates services for students with disabilities.
  - **Career Services:** assists students in defining career goals, exploring personal interests, and providing career/general counseling.
  - **Collaboration Lab:** The Collaboration Lab (CoLab) provides students, faculty, and staff access to the latest technologies to enhance the learning experience. The technologies include HoloLens, green screens, a recording studio with audio and visual capabilities, and online and on-ground meeting spaces equipped with up-to-date technology providing collaboration and recording capabilities. While physically located at the WSU Tech South Campus, the CoLab technologies are available at other WSU Tech locations via a mobile version of the lab.
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- Provide detail on **CA-1a form**.

## Appendix G

- Describe any grants (including requirements of the grant) or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.

Not Applicable

- **Additional cost and funding documents to include as needed:**
  - Provide Excel in CTE fee details on the **CA-1b form** if the program will be offered to high school students and requesting approval for fees.

Not applicable

- If the program is requesting Perkins funding, provide details on the **CA-1c form**.

## Appendix H

- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**.

Not Applicable

## Program Review and Assessment

- Describe the institution's program review cycle, and anticipated review timeframe for proposed program.

The Accounting program will complete the same assessment and Program Review processes used for all other programs throughout the college.

## Assessment of Student Learning

WSU Tech utilizes the WIDS (Worldwide Instructional Design System) curriculum management system to house curriculum and assessment documentation. The college has adopted a set of four student learning outcomes (SLOs) that all students, regardless of program, are expected to master. These four SLOs are the institutional outcomes that address learning experiences inside and outside the classroom. All programs have defined learning outcomes at the program level, outlined in the Program Outcome Summary report in WIDS. Each year, the program's Industry Advocate Team reviews program outcomes, content, and competencies in addition to admission requirements and equipment. Faculty work with the Director of Assessment to align the SLOs and program learning outcomes to courses and assessment activities; these alignments are revisited and updated every three years, or sooner if warranted by curriculum changes, during the program review process. The Accounting Program will complete curriculum maps in the Spring of 2024.

The curricular assessment processes are documented via the Outcome Assessment Plan (OAP) and Analysis (OAP/Analysis), completed annually and housed in WIDS. During the planning phase of the curricular assessment cycle, faculty identify student learning experiences and assessment tools for measuring student achievement of the institutional, program, and course learning outcomes. All SLOs are assessed yearly in courses specified in the annual OAP across all programs and are measured using college-wide common rubrics with a program data collection plan outlined within the OAP. Faculty evaluate students throughout the program for mastery of knowledge and technical skills using various assessment activities in which data is collected and aggregated. Data visualization reports are used during the analysis phase to identify student learning trends, achievements, and challenges to determine appropriate instructional revisions and interventions to improve the student learning experience. The program will launch OAP assessment plan and begin data collection in the Fall of 2025.

## Program Review

Program reviews are conducted over a three-year cycle and involve collaboration between faculty, staff, and administration to evaluate the program thoroughly, reflect on strengths/weaknesses, and set strategic goals for improvement. Additionally, programs participate in a "Semester Snapshot" activity in which progress towards previous goals and special projects and initiatives is documented and archived for later reference. During the Program Review process, faculty and program leadership revisit past snapshots, OAP analyses, course reviews, and other information and data sources to evaluate the implementation of instructional quality improvements. A combination of interactive data dashboards and static Program Review IR Data Reports provided by the Institutional Effectiveness Department are utilized. These data sets, including enrollment, demographics, course offerings, applications, completions, credentials, placement, retention, and completion, allow faculty to reflect and plan for continuous quality improvement while ensuring program goals, institutional mission, and accreditation standards are met. These data sets are also used when evaluating the performance of a program when being considered for closure or suspension per the colleges [Program Performance Review and Closure Policy 5-05](#).

The program will initiate the Program Review process with the Semester Snapshot in the Fall of 2025 and will partake in the entirety of the formal Program Review process in AY 2029.

### Program Approval at the Institution Level

#### Appendix I - K

- Provide copies of the minutes at which the new program was approved from the following groups:
  - Program Advisory Committee  
*(Including a list of the business and industry members)*
  - Curriculum Committee
  - Governing Board  
*(Including a list of all Board members and indicate those in attendance at the approval meeting)*

### Program Proposal Submission

- Please enter proposed program into the Kansas Higher Education Data System (KHEDS)
- Please create a PDF of all documents, and submit the completed application to the following:

April Henry  
Director of Workforce Development  
[ahenry@ksbor.org](mailto:ahenry@ksbor.org)

Charmine Chambers  
Associate Director for Workforce Development/Data/Finance  
[cchambers@ksbor.org](mailto:cchambers@ksbor.org)



**WSU TECH AND WICHITA STATE UNIVERSITY  
2+2 AGREEMENT  
Associate of Applied Science Degree/Bachelor's Degree in Business Administration  
August 2021**

The purpose of the 2+2 Agreement is to provide students of the Wichita State University Campus of Applied Science and Technology (WSU Tech) a four-year coordinated program through the associate of applied science curriculum where students will receive an Associate of Applied Science degree at WSU Tech in the first two years and a Bachelor of Business Administration degree from Wichita State University (WSU) after two additional years. This agreement will provide guidance for both parties in advising students.

This agreement is for WSU Tech students who have:

- Earned an Associates of Applied Science (A.A.S.) degree according to attached degree plan.
- Achieved a minimum cumulative GPA of 2.25.
- Applied for admission to WSU.

WSU Tech students meeting the above requirements will:

- Be guaranteed admission to WSU with completion of application requirements and receipt of transcripts.
- Enter with junior status toward a baccalaureate degree.
- Be guaranteed to transfer up to 60 credit hours (based on requirements for the A.A.S. degree) from WSU Tech to WSU.

This partnership reflects the following objectives, institutional expectations, and operational principles:

- Expanded student program opportunities, course articulation understandings, and transfer coordination considered mutually beneficial in this coordinated partnership.
- Graduates will possess the technical skills and conceptual background, creative mindset and applied experiences to address the workforce needs for achieving the desired economic development in the State of Kansas.
- All students must complete all major, institutional, and required degree requirements appropriate to the program curricula at the degree granting institution in order to graduate.
- Both WSU Tech and Wichita State University W. Frank Barton School of Business program faculty and administrators will promote the program with qualified prospective students and share assessment of learning outcomes toward the goal of program improvement.
- Students can inquire about academic and participation scholarships, financial aid, and grants by contacting the WSU Financial Aid office (316) 978-3430 and the Barton School of Business Advising Center at (316) 978-3203.
- Students transferring to WSU from WSU Tech who have not completed an A.A.S. must meet the necessary requirements for admission to WSU, and will have their transcript evaluated on an individual basis.

In order to ensure a successful transition and completion of the associates' and bachelors' degrees from both institutions in this 2+2 agreement, students should refer to the required degree plans or stipulations of this agreement. Transfer students must complete at least 60 credit hours of four-year college work including 45 credit hours of upper-division work in order to qualify for graduation from Wichita State University. Courses used as prerequisites may have higher grade requirements as described in the WSU undergraduate catalog. Students need a minimum of 120 credit hours to complete a WSU bachelor's degree in Business.

**Reverse Transfer**

Students, who transfer to Wichita State University from WSU Tech before attainment of the Associate of Applied Science degree, are eligible to reverse transfer courses that have WSU/WSU Tech equivalency back to WSU Tech. This allows for the attainment of the Associate of Applied Science degree provided that at least 45 credit hours are earned at WSU Tech and all other degree requirements are met.

**Terms of Agreement**

The agreement will begin with the 2021-22 academic year.

**Modification of Agreement**

This agreement shall only be modified in writing with the same formality as the original agreement.

**Termination of Agreement**

Either party may terminate this agreement for any reason with a written notice from either party. The parties agree that termination shall include an agreement that students currently enrolled in the program at the time of termination shall be permitted to complete the program as described herein.


This agreement is a collaboration between Wichita State University and WSU Tech. Any changes, corrections, or additions to this agreement shall be in writing and signed by all necessary parties between both academic institutions.

**Wichita State University**

  
\_\_\_\_\_  
Dr. Shirley Lefever  
Interim Executive Vice President & Provost  
Wichita State University

  
\_\_\_\_\_  
Dr. Larisa Genin  
Dean, W. Frank Barton School of Business  
  
Wichita State University

**WSU Tech**

  
\_\_\_\_\_  
Dr. Sheree Utash  
President  
WSU Tech

  
\_\_\_\_\_  
Jennifer Seymour  
Vice President, General Education & Applied  
Technologies  
WSU Tech

**Bachelor of Business Administration Pathway (2+2)  
 WSU Tech & Wichita State University  
 Courses taken at WSU Tech for completion of Associate of Applied Science Degree**

<b>Freshman – 1st Semester (Taken at WSU Tech) – 15 Credits</b>		
<b>Wichita State University Equivalent</b>	<b>WSU Tech</b>	<b>Hours</b>
ENGL 101 College English I	ENG 101 Composition I	3
MATH 111 College Algebra	MTH 112 College Algebra	3
COMM 111 Public Speaking	SPH 101 Public Speaking	3
Open Elective	ACC 105 Fundamentals of Accounting	3
Humanities - General Education requirement	PHL 115 Logic	3
<b>Freshman – 2nd Semester (Taken at WSU Tech)- 15 Credits</b>		
ACCT 210 Financial Accounting AND Open Elective (when combined with ACC 170 Principles of Accounting II)	ACC 160 Principles of Accounting I	3
Open Elective	PSY 101 General Psychology	3
BADM 162 Business Software: Excel <i>and</i> 2 credit hours of open elective	CED 115- Computer Applications	3
ENGL 102 College English II	ENG 120 Composition II	3
BADM 100 Exploring the World of Business	BUS 104 Introduction to Business	3
<b>Sophomore – 1st Semester (Taken at WSU Tech) – 15 Credits</b>		
ACCT 210 Financial Accounting AND Open Elective (when combined with ACC 160 Principles of Accounting I)	ACC 170 Principles of Accounting II	3
ECON 201 Principles of Macroeconomics	ECO 105 Principles of Macroeconomics	3
ECON 231 Intro. to Business Statistics	MTH 120 Elementary Statistics	3
Open elective	BUS 180 Business Internship	3
MKT 300 Marketing	BUS 140 Principles of Marketing	3
<b>Sophomore – 2nd Semester (Taken at WSU Tech)- 15 Credits</b>		
ACCT 220 Managerial Accounting	ACC 130 Managerial Accounting	3
ECON 202 Principles of Microeconomics	ECO 110 Principles of Microeconomics	3
ENGL 210 Composition: Business, Professional and Technical Writing	BUS 121 Business Communication	3
ENTR 310 Entrepreneurial Experience	ENT 110 Introduction to Entrepreneurship	3
MGMT 360 Principles of Management	BUS 200 Principles of Management	3

A total of up to 60 credit hours taken at WSU Tech for completion of an Associate of Applied Science degree will transfer to WSU towards a Bachelor of Business Administration degree



**Bachelor of Business Administration (all majors) Pathway (2+2)**  
**WSU Tech & Wichita State University**  
**Courses taken at Wichita State for completion of Bachelor of Business Administration**

<b>Junior – 1<sup>st</sup> Semester (Taken at WSU)- 15 Credits</b>	
<b>Wichita State University Requirement</b>	<b>Hours</b>
Fine Arts - WSU General Education Requirement	3
BLAW 431 Legal Environment of Business	3
FA/HUM/MNS 300 Level General Education Requirement	3
MATH 144 Business Calculus	3
ECON 232 Statistical Software Applications for Business	1
Open Elective	2
<b>Junior – 2<sup>nd</sup> Semester (Taken at WSU)- 15 Credits</b>	
MIS 395 Management Information Systems	3
FIN 340 Financial Management I	3
Major course	3
Major course	3
Major course	3
<b>Senior – 1<sup>st</sup> Semester (Taken at WSU)- 15 Credits</b>	
DS 350 Introduction to Production and Operations	3
IB 333 International Business	3
Major course	3
Major course	3
Major course	3
<b>Senior – 2<sup>nd</sup> Semester (Taken at WSU)- 15 Credits</b>	
MGMT 681 Strategic Management	3
Major course	3
Major course/open Elective	3
Major course/open elective	3
Major course/open Elective	3

A total of 60 credit hours taken at Wichita State for the completion of a Bachelor of Business Administration degree.



**Collaboration Agreement between  
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)  
and Koch Capabilities, LLC**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Koch Capabilities, LLC to provide support and opportunities for the programs outlined in this document to publicly support WSU Tech students.

**Background**

This MOU serves as notification that Koch Capabilities, LLC recognizes a need to develop a talent pool in this industry for specific program(s). This partnership outlines opportunities for the organization to support WSU Tech. The opportunities are listed below in their entirety and include membership on the Industry Advocate Team, hosting Applied Learning Opportunities, and providing Guaranteed Interviews and/or other aspects of support designed to increase the workforce by removing barriers for individuals being trained to enter the pipeline.

**Purpose**

This MOU will establish the role of and scope of agreed involvement for Koch Capabilities, LLC in regard to aforementioned programs. Involvement and participation is defined by supporting the goals set out below and providing use of the company logo for outreach, coordination, and retention campaigns/ events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Koch Capabilities, LLC undertaking the following activities in these critical areas. (Please check which areas you wish to participate in.)

**Business/Industry Partner will:**

- Provide a guaranteed interview opportunity to graduates of the following program(s):  
Accounting at one of WSU Tech Campuses or at industry partner facility.
- Engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- Provide up to date job descriptions, credential requirements, and application instructions for positions you are actively recruiting for.
- Provide constructive feedback to interviewed graduates as appropriate.
- Provide information regarding hiring requirements, trends, or changes in requirements to WSU Tech.
- Donate to WSU Tech labs (i.e. metal or other materials, tools, machinery, etc.)
- Refer denied applicants to further training at WSU Tech.
- Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).



### **Reporting of Outcomes**

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. To the extent possible, the following information will be provided for employees hired: hourly wage and changes to status of employment.

Additional data may be requested to comply with associated grant requirements.

### **Funding**

This MOU is not a commitment of funds; however, WSU Tech personnel are available to discuss scholarship opportunities to help business partners grow their own workforce as well as social media marketing and asset donations.

### **Duration**

This MOU is at will and may be modified by mutual consent of authorized officials from WSU Tech and Koch Capabilities, LLC. This MOU shall become effective upon signature by the authorized officials from WSU Tech and Koch Capabilities, LLC and will remain in effect until modified or terminated by any one of the partners by mutual consent.

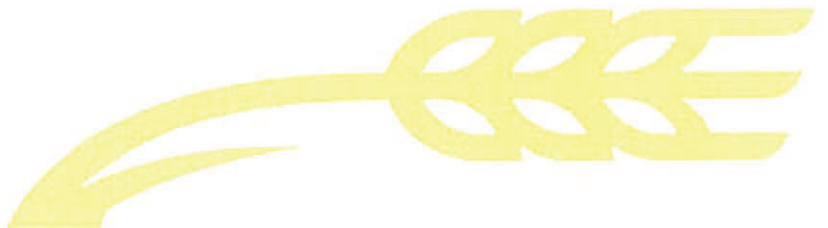
Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner!

### **Notice of Nondiscrimination**

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

### **Legal Citation**


Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI: 34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)



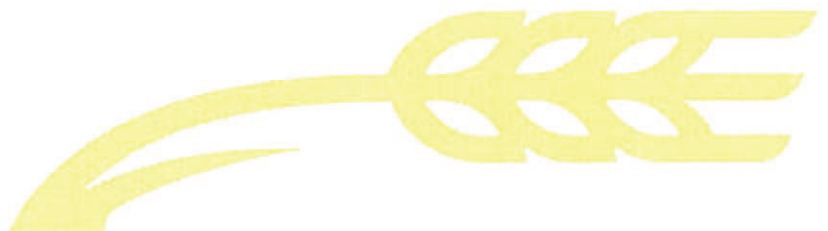


This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Koch Capabilities, LLC to provide the above checked services for the Accounting programs to publicly support WSU Tech students.

**Contact Information and Signatures**

Company Name: Koch Capabilities, LLC  
Partner Representative Name: Cara Chennault-Reid  
Position Title: Vice President, Human Resources  
Address: 4111 E 37th Street North, Wichita, KS 67220  
Telephone: 316-828-2156  
E-mail: [cara.chennaultreid@kochcc.com](mailto:cara.chennaultreid@kochcc.com)  
Signature:   
Date: 8/26/24

**WSUTech**  
WSU Tech Representative Name: Jennifer Seymour  
Position: VP General Education and Applied Technologies  
Address: 4004 N. Webb Rd., Wichita, KS 67226  
Telephone:  
E-mail: [jseymour@wsutech.edu](mailto:jseymour@wsutech.edu)  
Signature: \_\_\_\_\_  
Date:







**Collaboration Agreement between  
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)  
and Morrow & Co. LLC**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Morrow & Co. LLC to provide support and opportunities for the programs outlined in this document to publicly support WSU Tech students.

**Background**

This MOU serves as notification that Morrow & Co. LLC recognizes a need to develop a talent pool in this industry for specific program(s). This partnership outlines opportunities for the organization to support WSU Tech. The opportunities are listed below in their entirety and include membership on the Industry Advocate Team, hosting Applied Learning Opportunities, and providing Guaranteed Interviews and/or other aspects of support designed to increase the workforce by removing barriers for individuals being trained to enter the pipeline.

**Purpose**

This MOU will establish the role of and scope of agreed involvement for Morrow & Co. LLC in regard to aforementioned programs. Involvement and participation is defined by supporting the goals set out below and providing use of the company logo for outreach, coordination, and retention campaigns/ events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Morrow & Co. LLC undertaking the following activities in these critical areas. (Please check which areas you wish to participate in.)

**Business/Industry Partner will:**

- Provide a guaranteed interview opportunity to graduates of the following program(s):  
Accounting at one of WSU Tech Campuses or at industry partner facility.
- Engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- Provide up to date job descriptions, credential requirements, and application instructions for positions you are actively recruiting for.
- Provide constructive feedback to interviewed graduates as appropriate.
- Provide information regarding hiring requirements, trends, or changes in requirements to WSU Tech.
- Donate to WSU Tech labs (i.e. metal or other materials, tools, machinery, etc.)
- Refer denied applicants to further training at WSU Tech.
- Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).



### **Reporting of Outcomes**

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire, and if no longer employed, the reason for separation.

Additional data may be requested to comply with associated grant requirements.

### **Funding**

This MOU is not a commitment of funds; however, WSU Tech personnel are available to discuss scholarship opportunities to help business partners grow their own workforce as well as social media marketing and asset donations.

### **Duration**

This MOU is at will and may be modified by mutual consent of authorized officials from WSU Tech and Morrow & Co. LLC. This MOU shall become effective upon signature by the authorized officials from WSU Tech and Morrow & Co. LLC and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner!

### **Notice of Nondiscrimination**

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

### **Legal Citation**

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Morrow & Co. LLC to provide the above checked services for the Accounting programs to publicly support WSU Tech students.

**Contact Information and Signatures**

Company Name: Morrow & Co.  
Partner Representative Name: Rich Morrow  
Position Title: Principal  
Address: 10500 E Berkeley Square Pkway  
Telephone: 316-263-2223  
E-mail: rich@morrowco.cpa

Signature: Rich Morrow CPA

Date: 7/5/2024

**WSUTech**

WSU Tech Representative Name: Jennifer Seymour  
Position: VP General Education and Applied Technologies  
Address: 4004 N. Webb Rd., Wichita, KS 67226  
Telephone:  
E-mail: jseymour@wsutech.edu

Signature: \_\_\_\_\_

Date:



Collaboration Agreement between  
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)  
and Daland Corp.

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Daland Corp. to provide support and opportunities for the programs outlined in this document to publicly support WSU Tech students.

**Background**

This MOU serves as notification that Daland Corp. recognizes a need to develop a talent pool in this industry for specific program(s). This partnership outlines opportunities for the organization to support WSU Tech. The opportunities are listed below in their entirety and include membership on the Industry Advocate Team, hosting Applied Learning Opportunities, and providing Guaranteed Interviews and/or other aspects of support designed to increase the workforce by removing barriers for individuals being trained to enter the pipeline.

**Purpose**

This MOU will establish the role of and scope of agreed involvement for Daland Corp. in regard to aforementioned programs. Involvement and participation is defined by supporting the goals set out below and providing use of the company logo for outreach, coordination, and retention campaigns/ events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Daland Corp. undertaking the following activities in these critical areas. (Please check which areas you wish to participate in.)

**Business/Industry Partner will:**

- Provide a guaranteed interview opportunity to graduates of the following program(s):  
Accounting at one of WSU Tech Campuses or at industry partner facility.
- Engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- Provide up to date job descriptions, credential requirements, and application instructions for positions you are actively recruiting for.
- Provide constructive feedback to interviewed graduates as appropriate.
- Provide information regarding hiring requirements, trends, or changes in requirements to WSU Tech.
- Donate to WSU Tech labs (i.e. metal or other materials, tools, machinery, etc.)
- Refer denied applicants to further training at WSU Tech.
- Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).





### **Reporting of Outcomes**

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire, and if no longer employed, the reason for separation.

Additional data may be requested to comply with associated grant requirements.

### **Funding**

This MOU is not a commitment of funds; however, WSU Tech personnel are available to discuss scholarship opportunities to help business partners grow their own workforce as well as social media marketing and asset donations.

### **Duration**

This MOU is at will and may be modified by mutual consent of authorized officials from WSU Tech and Daland Corp. . This MOU shall become effective upon signature by the authorized officials from WSU Tech and Daland Corp. and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner!

### **Notice of Nondiscrimination**

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

### **Legal Citation**

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Daland Corp. to provide the above checked services for the Accounting programs to publicly support WSU Tech students.

**Contact Information and Signatures**

Company Name: Daland Corp.  
Partner Representative Name: ALAN SEWERT  
Position Title: CFO  
Address: 9313 E 34<sup>TH</sup> ST N., SUITE 100, WICHITA, KS 67226  
Telephone: 316-681-1081  
E-mail: ALANSEWERT@DALANDCORP.COM  
Signature: \_\_\_\_\_  
Date:

**WSUTech**  
WSU Tech Representative Name: Jennifer Seymour  
Position: VP General Education and Applied Technologies  
Address: 4004 N. Webb Rd., Wichita, KS 67226  
Telephone:  
E-mail: jseymour@wsutech.edu  
Signature: \_\_\_\_\_  
Date:





## ACC Accounting

Number	Title	Credits	Relationship	Description	Pre/Corequisites
AAD 110	Data Exploration and Interpretation	3	Required AAS CERT B	This course will enable the student to examine the role data analytics plays in helping to make better decisions based on data. The student will explore various models that can be utilized to help summarize, visualize, and interpret data in a variety of disciplines.	
AAD 120	Data Visualization	3	Required AAS CERT B	This course provides students with an introduction to data literacy and quantitative skills. These skills are prerequisites for data-driven fields of study, professional success, and everyday life. In this course, data literacy	

				is defined as “to understand, explore, and communicate with data”. This course provides students the opportunity to learn through hands on experience with data and will help students share information about people, places, things, events, and phenomena, and answer questions about the world around us.	
<b>ACC 105</b>	<b>Fundamentals of Accounting</b>	3	Required AAS CERT B	This is a course designed for students who want a working knowledge of accounting, but not to the extent as a person working primarily in the accounting field. Although the basic accounting principles are learned and applied, the course, in comparison to Principles of Accounting I, covers a smaller amount of material at a somewhat slower pace. It is recommended for students with no previous accounting background.	
<b>ACC 130</b>	<b>Managerial Accounting</b>	3	Required AAS CERT B	This course studies management tools for business decision making, including study of the evaluation of financial condition and performance of business. Emphasis is given to the process of	<b>ACC 170</b> <b>Principles of Accounting II</b>

				formulating and utilizing sound accounting data to evaluate alternatives involved in managerial decision-making necessary for planning, execution, and control of a business enterprise.	
<b>ACC 160</b>	<b>Principles of Accounting I</b>	3	Required AAS CERT B	This course is designed to help the students develop a basic understanding of accounting theory, concepts and procedures. It will provide a foundation for further study for the student seeking a career in accounting or business administration or for the student entering into the occupational field.	ACC 105 Fundamentals of Accounting
<b>ACC 170</b>	<b>Principles of Accounting II</b>	3	Required AAS CERT B	This course is a continuation of ACC 160 Principles of Accounting I. It is a study of corporations which includes organization and operations; stockholders' equity, earnings and dividends; long term assets and liabilities, investments, income tax and their effort on business decisions; and assessing a company's financial performance.	ACC 160 Principles of Accounting I
<b>ACC 230</b>	<b>Tax Accounting</b>	3	Required AAS CERT B	This course provides students with a comprehensive understanding of tax principles and	ACC 170 Principles of Accounting II



				practices, focusing on individual taxation. It will include an introduction to business taxation. Through a combination of theoretical concepts and practical applications, students will receive an overview knowledge of the complexities of the tax code. The course emphasizes critical thinking, problem-solving, and ethical considerations in the context of taxation.	
<b>BUS 104</b>	<b>Introduction to Business</b>	3	Required AAS CERT B	Studies various types of business organizations and the relationships of business to government and management to labor. Management's perspective of production, marketing, personnel, finance and transportation is a constant consideration.	
<b>BUS 130</b>	<b>Personal Finance</b>	3	Required AAS	This course is designed for non-business majors as well as for business majors. The course is concerned with efficient management of money as a primary requirement for successful personal life. Aids individuals in establishing and maintaining credit, using a budget, safeguarding and	

				investing savings and arranging personal insurance.	
<b>BUS 137</b>	<b>Introduction to QuickBooks</b>	3	Required AAS CERT B	This course introduces students to the fundamental concepts and operations necessary to use QuickBooks. Emphasis is placed on basic functions and familiarity with the QuickBooks software. Topics include: Introduction to basic accounting concepts, introduction to QuickBooks concepts, working with customers and vendors, performing banking tasks, and creating and maintaining computer files.	
<b>BUS 200</b>	<b>Principles of Management</b>	3	Required AAS	Explores the basic management functions of planning, controlling organizing and directing an organization. The basic management theories, functions and aspects of various types of business are studied.	
<b>CED 115</b>	<b>Computer Applications</b>	3	Required AAS CERT B	This course introduces students to the fundamental concepts and operations necessary to use computers. Emphasis is placed on basic functions and familiarity with computer use. Topics include: computer	

				terminology, introduction to the windows environment, introduction to networking, introduction to word processing, introduction to spreadsheets, and introduction to databases.	
<b>ECO 105</b>	<b>Principles of Macroeconomics</b>	3	Required AAS	This course explores the fundamental aspects of the United States economy including growth, fiscal and monetary policies, unemployment, inflation, national debt, money and the Federal Reserve System. National and international policy topics are discussed.	Ed Ready GMID - score of 39 or higher
<b>ECO 110</b>	<b>Principles of Microeconomics</b>	3	Required AAS	Attention will be given to the methods of producing the goods and services that our economy provides. The following areas are explored: supply, demand, pricing, scarcity, business firms and business anti-trust and public interest, incomes, wages and salaries, income distribution, taxes, and tax reform.	EdReady GMID - Score of 39 or higher
<b>ENG 101</b>	<b>Composition I</b>	3	Required AAS CERT B	This course is designed to improve the reading and writing skills of students. The emphasis is on fundamental principles of written	ENG 030 English

				English in structurally correct sentences, paragraphs and expository themes. Critical analysis of essays will be used to aid in developing the student's thinking, support of thesis and style. Students are introduced to the basic components of research by writing a documented essay in Modern Language Association (MLA) style.	
	<b>Humanities Elective</b>	3	Required AAS	This course is the placeholder for the Humanities elective. Students may enroll in the following courses to fulfill the Humanities elective: ART 100 Art Appreciation, ENG 110 Introduction to Literature, ENG 205 Introduction to Creative Writing , HIS 110 United States History to 1877, HIS 120 United States History since 1865, HIS 130 World History I, MGT 111 Business Ethics, PHL 110 Ethics, PHL 115 Logic, REL 101 New Testament, THR 100 Theater Appreciation	
<b>MTH 108</b>	<b>Contemporary Math</b>	3	Required AAS CERT B	This course is a designed to provide a deep understanding of mathematical concepts and their real-world applications for today's society. It is	MTH 050 – Beginning Algebra with Review OR Appropriate Placement Assessment score ( EdReady = GMID-56,GMSP-70,CRID -

				a collection of applications of mathematics illustrating how contemporary mathematical thinking is used in the decision-making process. The course focuses on practical problem-solving, critical thinking, and mathematical literacy that you can use in your everyday life and future career.	59/Accuplacer NGQR-247/ACT Math A02-19)
<b>PHL 110</b>	<b>Ethics</b>	3	Required AAS CERT B	A practical approach to recognizing, understanding and solving ethical problems confronting individuals in today's society. Basic concepts of applied ethical theories in moral philosophy and reasoning are examined using critical thinking and responsible decision-making skills.	
	<b>Social Science Elective</b>	3	Required AAS	This course is the placeholder for the Social Science elective. Students may enroll in the following courses to fulfill the social Science elective: CRJ 101 Introduction to Criminal Justice, CRJ 155 Policing Diverse Cultures, ECO 105 Principles of Macroeconomics, ECO 110 Principles of Microeconomics, POL 101 American Government, PSY 101 General	

				Psychology, PSY110 Child Psychology, PSY 120 Developmental Psychology, SOC 101 Principles of Sociology, GEO 101 Principles of Geography, SOC 115 Social Problems	
<b>SPH 101</b>	<b>Public Speaking</b>	3	Required AAS CERT B	Covers fundamental basics to all good private and public speaking experiences and elements in voice production and improvement, bodily movement, confidence, poise and understanding of all types of public speeches. Required of all transfer curricula.	





Collaboration Agreement between  
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)  
and Wichita Public School District USD 259

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Wichita Public School District USD 259 to provide support and opportunities for the programs outlined in this document to publicly support WSU Tech students.

### Background

This MOU serves as notification that Wichita Public School District USD 259 recognizes a need to develop a talent pool in this industry for specific program(s). This partnership outlines opportunities for the organization to support WSU Tech. The opportunities are listed below in their entirety and include membership on the Industry Advocate Team, hosting Applied Learning Opportunities, and providing Guaranteed Interviews and/or other aspects of support designed to increase the workforce by removing barriers for individuals being trained to enter the pipeline.

### Purpose

This MOU will establish the role of and scope of agreed involvement for Wichita Public School District USD 259 in regard to aforementioned programs. Involvement and participation is defined by supporting the goals set out below for outreach, coordination, and retention campaigns/ events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Wichita Public School District USD 259 undertaking the following activities in these critical areas. (Please check which areas you wish to participate in.) The programs involved are the following:

Accounting  
Data Analytics  
Esports Management  
Mental Health Technician  
Mobile Equipment Technology

### School Partners will:

- Engage in Industry Advocate Team meetings twice a year to provide input in curriculum guidance, focus groups on retention and recruitment for students.
- Provide opportunities for students to engage with WSU Tech in-person or virtually through career awareness activities in regards to the aforementioned programs.
- Provide constructive feedback as appropriate.
- Refer interested high school students to WSU Tech for enrollment opportunities in programs above.





#### **Reporting of Outcomes**

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually.

#### **Funding**

This MOU is not a commitment of funds; however, WSU Tech personnel are available to discuss scholarship opportunities to help partners grow their own educational opportunities and offerings as well as social media marketing and asset donations.

#### **Duration**

This MOU is at will and may be modified by mutual consent of authorized officials from WSU Tech and Wichita Public School District USD 259. This MOU shall become effective upon signature by the authorized officials from WSU Tech and Wichita Public School District USD 259 and will remain in effect until modified or terminated by any one of the partners by mutual consent.

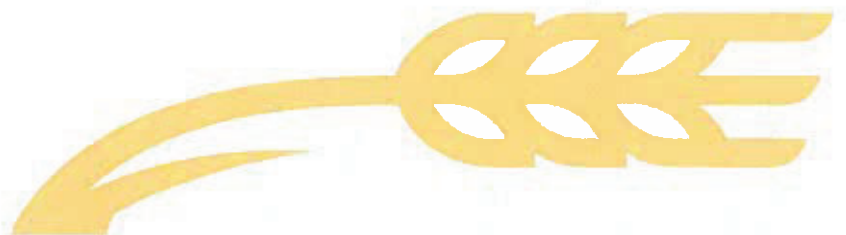
Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner!

#### **Notice of Nondiscrimination**

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

#### **Legal Citation**

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech And Wichita Public School District to provide the above checked services for the programs to publicly support WSU Tech students.

Contact Information and Signatures

Wichita Public School District USD 259

Representative Name: Kelly Bielefeld

Position: Superintendent

Address: 903 S. Edgemoor, Wichita, KS 67218

Telephone: (316) 973-4580

E-mail: [kbielefeld@usd259.net](mailto:kbielefeld@usd259.net)

Signature \_\_\_\_\_

Date: 4-15-24

WSU Tech

WSU Tech Representative Name: Jena Roth

Position: Dean, High School Partnerships & Community Outreach

Address: 4004 N Webb Rd

Telephone: 316.677.

E-mail: [jroth2@wsutech.edu](mailto:jroth2@wsutech.edu)

Signature \_\_\_\_\_

Date: 4/12/2024



# KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Institution: Wichita State University Campus of Applied Sciences and Technology

Proposed Program: Accounting

<u>IMPLEMENTATION COSTS</u>				
<b>Part I. Anticipated Enrollment</b>		Implementation Year Spring 2025		
Please state how many students/credit hours are expected during the initial year of the program?				
		Full-Time	Part-Time	
A. Headcount:		20		
<b>Part II. Initial Budget</b>		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	# 1	\$	\$ 65,303	New Program Development fund
Part-time/Adjunct	#1	\$	\$ 22,250	Tuition
		Amount	Funding Source	
B. Equipment required for program		\$0.0		
C. Tools and/or supplies required for the program		\$0.0		
D. Instructional Supplies and Materials		\$1000	New Program Development Fund	
E. Facility requirements, including facility modifications and/or classroom renovations		\$0.0		
F. Technology and/or Software		\$0.0		
G. Other <i>(Please identify; add lines as required)</i>				
<b>Total for Implementation Year</b>		<b>\$88,553</b>		

<u>PROGRAM SUSTAINABILITY COSTS (Second and Third Years)</u>				
<b>Part I. Program Enrollment</b>		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time	Part-Time	
A. Headcount:		40		
<b>Part II. Ongoing Program Costs</b>		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#1	\$ 65,303 per year	\$	Program Budget
Part-time	#1	\$22,250 per year	\$	Tuition
		Amount	Funding Source	
B. Equipment required for program		\$0.0		
C. Tools and/or supplies required for the program		\$0.0		
D. Instructional Supplies and Materials		\$1000 per year	Program Budget	
E. Facility requirements, including facility modifications and/or classroom renovations		\$0.0		
F. Technology and/or Software		\$0.0		
G. Other <i>(Please identify; add lines as required)</i>				
<b>Total for Program Sustainability</b>		<b>177,106</b>		

Please indicate any additional support and/or funding for the proposed program:

# KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368



# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Carl D. Perkins funding eligibility.

## Program Eligibility

Any program receiving Perkins funds must be designated as a technical program by KBOR. Definition of a technical program may be found in state statute K.S.A. 72-1802.

Program Levels:

Educational Award Level	Credit Hours
SAPP	1-15
Certificate A	16-29
Certificate B	30-44
Certificate C	45-59
Associate of Applied Science	60-69

Stand-Alone Parent Program (SAPP) criteria:

1. Designated as “Technical Program” in KHEDS
2. Leads to an industry-recognized credential
3. Leads to a specific occupation
4. Addressed and evaluated in the Comprehensive Local Needs Assessment
5. Minimum 6 concentrators (average over the previous two academic years)
6. Instructor/Trainer/Teacher programs and Workforce AID programs are not eligible

Certificates and Associate of Applied Science (CERT and AAS) criteria:

1. Designated as “Technical Program” in KHEDS
2. Aligned at the state level (for select aligned programs). Visit the program alignment section of the KBOR website for the list of aligned programs at the state level.
3. Addressed and evaluated in the Comprehensive Local Needs Assessment
4. Minimum 6 concentrators (average over the previous two academic years)
5. Instructor/Trainer/Teacher programs and Workforce AID programs are not eligible

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)


Name of Institution	Wichita State University Campus of Applied Sciences and Technology
Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i>	Dr Jennifer Seymour VP General Education and Applied Technologies 316.677.1695 jseymour2@wsutech.edu
Name, title, phone, and email of the Perkins Coordinator	Tara Carlile Perkins Coordinator & Grants Mangement
Program Name	Accounting
Program CIP Code	43.3031
Educational award levels <u>and</u> credit hours for the proposed request(s)	AAS – 60 TC -42
Number of concentrators for the educational level	
Does the program meet program alignment?	This not an aligned program
How does the needs assessment address the occupation and the program <i>(provide page number/section number from the CLNA and describe the need for the program)</i>	The proposed program is fully aligned with the Perkins Comprehensive Local Needs Assessment. While the overall CIP Code of 52 is noted in the FY 25-26 Wichita Region section of the assessment with an excess of concentrators relative to occupational openings (page 19), it also appears in the same report section advocating for the continued development and offering of programs for the occupation. Specifically referencing Accounting, the document draws from the 2020-2030 Kansas Occupational Projections, as detailed earlier in this proposal. According to the Kansas Occupational Projections report, over 1,800 annual openings for positions fall under CIP code 52. Moreover, the Perkins Comprehensive Local Needs Assessment report includes real-time intelligence from JobsEQ, as of fall 2023, indicating active job postings for accountants and auditors at 545, further affirming the relevance and necessity of the proposed program.
Justification for conditional approval: <i>(how will Perkins funds will be used to develop/improve the program)</i>	The Perkins funds will be used to provide professional development for faculty and upgrades in classroom software and equipment.

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)

<p>Pursuant to Americans with Disabilities Act, the proposed program will be offered in a location or format is fully accessible, according to applicable ADA laws? <i>(Contact Board staff for technical assistance if there are questions regarding accessibility)</i></p>	<p>This program will be offered in various delivery models including online/hybrid and face-to-face. The courses all meet or exceed the WSU Tech Quality Course standard including all accessibility requirements. The face-to-face courses will be offered at the WSU Tech South location which meets ADA requirements. The campus also includes two fully equipped hyflex classrooms facilitating effective delivery of content and integration of both online and face to face classrooms.</p>
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Signature of College Official  Date 9/12/2024

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_



Accounting Advisory Committee Meeting Agenda

4/25/2024

I. Members:

x	Dr. Penny Seiwert, Department Chair Business Administration and Accounting	x	Dr. Doug Maury, Dean of General Education & Professional Studies	x	Dr. Jennifer Seymour, VP of General Education & Applied Technologies
x	Trish Schmidt, Vice President, Instructional & Academic Support	x	Linda Sessions, WSU Tech	x	Julie Morris, Intuit TurboTax
x	Alejandro Arias-Esparza, Koch Industries	x	Alan Seiwert, Daland Corporation	x	Jennifer Stone, Cargill
x	Rich Morrow, Morrow & Co CPA				
	Jonathan McRoy, KLC	x	Ron Lam, WSU Tech	x	Kelsey Alexander, WSU Tech

II. WSU Tech Updates

- Enrollment numbers – highest enrollment and retention in college history
  - Retention 10% + from Fall to Spring
- For Spring, 50,000 credit hrs with 5800 students headcount and the largest HS enrollment
- Kansas Promise scholarship has driven our success
  - Designated towards programs and initiatives to increase adult enrollment to get people into workforce
  - Over \$3 mil here at WSU Tech
  - FRC for CTE programs – Manufacturing and Healthcare with WPS to provide immediate career starts while in HS
    1. 224 this semester, 126 in HC, 98 in Manufacturing
    2. IT FRC coming soon and exploring more opportunities

III. Accounting Overview

- Partnership with Koch Apprenticeship Program in Accounting has driven enrollment in this program
  1. This program was born from a need for accountants at Koch Industries – removing financial barriers for education and placing successful participants in full-time jobs
  2. Feedback on coursework has been positive for remote participants in Atlanta
- We are moving this program from out of the Business cluster to provide more flexibility
  1. Focusing on data analytics vs. traditional accounting programs based on feedback
- Taking program to KBOR to be approved – need support and approval from industry

IV. Curriculum

- Review program design documents – Associate of Applied Science in Accounting

- Program outcomes – these are the skills our associates degree in Accounting graduates will possess upon completion of accounting program
  1. Additional information added: What tools are we using for data visualization? Proficiency or mastery of specific tools such as Power BI, Tableau, Excel, IDEA, ClickSense
    - a. High-level overview of general applications with a deeper dive into a few specific programs
  2. Ensuring experience in management presentations – presenting data to a group
    - a. Principles of Management course could address this as a project
  3. Modify wording in the outcomes – remove “prepare” as the beginning verb of the GAAP outcome and replace with something less involved – unrealistic for Associates
- Total of 60 credit hours for AAS
  1. 42 hours for Technical Certificate
- Curriculum review
  - We attempt to maintain the load of general education and specialized classes to ensure the load is manageable for students.
  - Review of contemporary math – what does this encompass
    1. New class in state of Kansas – level of college algebra with hands-on math skills to relate back to careers and technical careers.
      - a. Algebra, statistics, etc. are included to provide an overview of several concepts
    2. Aligned at the state level so that all 2 and 4 year college teach the same class
  - Will this provide a path to a Bachelor’s Degree?
    1. 2+2 at WSU will apply to this program and we intend to make this process as easy as possible for our students
    2. 60 credit at a 2 year and 60 at a 4 year per state of Kansas
  - Tax classes in curriculum?
    1. Koch feedback – wanted more content in the tax arena, so we created the tax class in response. We plan to include more curriculum here and also at WSU.
  - Audit concepts?
    1. We do a brief overview of this in our higher-level 170 class, but more curriculum is needed
  - Business 137: Introduction to Quickbooks
    1. Separation of payroll function in outcomes is appreciated
- Approval of curriculum
  - Motion to approve: Alan
  - No opposition to approval of curriculum from industry partners

#### V. Support

- Help us create an accounting program that equips our students with skills they need for the workforce
  - Value feedback and recommendations from our industry partners
- Document of support and collaboration
  - Commitment – attendance at IAT meetings twice yearly, providing any support listed in MOU document as able
    1. This will count as a letter of support for the Kansas Board of Regents to approve the program and prove that industry would seek out our students for employment
    2. We want our graduates to be exciting and appealing to industry when hiring

#### VI. Industry Feedback

- Online ACC 102 class feedback from Koch apprenticeship program – some students would prefer an in-person modality for this course
- Seeking a full-time Accounting instructor to help us mold this curriculum and deliver these outcomes

#### VII. Adjourn Meeting







Faculty Senate  
March 6th, 2023  
3:30 pm – 4:40 pm  
Zoom 413 097 6269

**Elected Faculty Senate Member in Attendance:** President- Lauren Thornhill, Vice President- Chuck Kauffman, Secretary- Cassy Payne

**Faculty and Administration in Attendance:** Scott Simpson, Matthew Lewis, Trish Schmidt, Clint Cartwright, Courtney Gulick, James Lawhead, Jennifer Seymour, Jessi Lane, Josephine Post, Mark Scott, Rob Gibson, Rose Corby, Taylor Nolen, Maisha Corner, Jim Hall, Doug Maury, DeShaun Linson, Flora Diaz

## Minutes

**1. Greetings-** The meeting began on time with an introduction to faculty senate from Lauren Thornhill. Trish Schmidt went on to introduce the Deans over each new program and review and then presented the program revisions. All individuals who are not faculty exited the meeting after all programs were voted on.

**2. New Programs for Review:** A link was provided to all faculty prior to the meeting with information about the new programs.

### **All new programs were APPROVED**

**a. MNT Mental Health Technician-** This program will train students to work with mental health patient's in various healthcare settings. The program was introduced as a response to industry partners, trained technicians are in high demand. Two follow up questions were put forward before voting. Will there be any collaboration/partnerships with the VA as they currently offer mental health services? The response was not at this time, but they would like to in the future. They are currently working with multiple other industry partners. Also, a question pertaining to the curriculum and courses to see if there could be future collaboration opportunities between this program and WSU Tech's Criminal Justice/Law Enforcement Programs. It was agreed that this is something they would like to explore once the program is created.

**b. AAD Data Analytics-** This program was brought forward as the need for information technology continues to grow. The coursework includes SQL Database Applications, python, natural language processing, data engineering, and machine learning.

**c. EQP Mobile Equipment Technology-** The need for a trained workforce to go out into the field to fix equipment continues to grow. This was presented as taking a current program and making it mobile! The program will integrate concepts from multiple programs. This was developed in response to industry partners. It would be one of only 12 programs in the country.

**d. ACC Accounting-** This Associate Degree level Accounting program will be a revamp of what we have offered in the past, before it became part of the business program. WSU Tech recognizes the high demand for a stand-alone accounting program. ACC Accounting will offer theoretical knowledge with practical applications to prepare students for entry-level positions in accounting.

**e. ESP Esports Management-** The Esports industry is growing rapidly. Most area high schools and higher education facilities have their own teams. This is a new program will utilize current general education, business, digital marketing courses with the addition of esports management classes.

**3. Program Revisions:** A link was provided to all faculty prior to the meeting with information about the program revisions.

#### **All Program Revisions were APPROVED**

- a. Automotive service technology, Alternative fuel vehicle maintenance & advanced electronics, Tooling & Fixture Fabrication, Mon-destructive Testing:** Administrative changes, mainly changing course prefixes.
- b. Construction Science:** Changed its KBOR alignment requirements to better fit industry needs.
- c. Unmanned Aircraft System:** New alignments to provide a 2+2 opportunity
- d. Patient Care Technician:** At industry request PCT program decreased credit hours with a greater focus on skills.
- e. Cloud Computing and Information System Technology:** Changes to streamline course electives
- f. Manufacturing Technology-** Administrative changes

#### **4. Faculty of the Year**

**a. [Survey Link](#)** was provided to all faculty, students and staff, Flyers were also created and distributed.

**b. Committee-** Volunteers needed! Faculty Senate discussed committee purpose and obligations. The committee will review faculty of the year candidates. Once surveys close P&C will review the nominations to ensure all are in good standing with the college. Nominations will then be reviewed by this committee.

**Current committee volunteers:** Scott Simpson, Courtney Gulick, Maisha Corner, Penny Seiwert, and Taylor Nolen

**c. Surveys are out now and will close March 6, 2024**

#### **5. Attendance for Online Classes**

**a. Moving online attendance to one day a week for everyone to discourage instructors from taking attendance on different days each week.** - Clint Cartwright explained that online courses need to have attendance taken once a week. The instructor typically chooses the day of the week they would like to take attendance on. However, all days

are available to them. When instructors take attendance on different days each week, it complicates things for those that manage attendance. Faculty Senate discussed what impacts a change would have and what change would be best. Some ideas that were brought up include – Only one day a week would be available for all instructors (possibly Sunday as that is the most common day). Alternatively, each instructor would choose the day that would be available in their particular course. Lastly, the idea of having weeks available rather than a day each week (Week 1 vs. Monday-Sunday). Faculty members expressed no concerns with a single day availability for online classes. Clint will find out more information and update us at our next FS meeting.

## **6. Work Ethic Scholarship 2024-2025**

**a.** For the tenth year in a row, we're launching the next Work Ethic Scholarship Program and giving away another \$1,000,000 in scholarships this year. We're looking for hardworking men and women who will keep the lights on, water running, and air flowing--people who will show up early, stay late, and bust their backside to get the job done. It's not for everyone, but we know hard workers are out there. Here at WSU Tech, we LOVE to be #1 so Let's have the biggest number of applicants this year.

**b.** This opportunity is for all students who are currently enrolled in a program and students who are enrolled in future classes. Please reach out to Maisha Corner-Johns [mcorner1@wsutech.edu](mailto:mcorner1@wsutech.edu), with any additional questions. Alternatively, you can visit the [Mike Rowe WORKS Website](#).

**WSU Tech Board of Trustees  
Board Minutes  
February 15, 2024**

	<p>WSU Tech Board of Trustees met face-to-face at 3:04 PM., on February 15, 2024. The meeting was held at NCAT with a virtual option.</p> <p><b>Present:</b> Maggie Topping, Pete Meitzner, Derrick Nielsen, Doug Stark, Andrew Nichols, Greg Stroud, Bryan Frye and Lily Wu (3:10 pm)</p> <p><b>Virtual:</b> Kristin Robert and Alicia Thompson</p> <p><b>Absent:</b> Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat</p>
<b>Public Communications</b>	<p>All proper notifications have been sent out and we have no speakers signed up to speak under Public Communications</p>
<b>Make A Difference Student Award – Justin Pfeifer</b>	<p>Azucena Vega-Monarrez - Associate Degree Nursing Student Her plan is to transfer to WSU to get her BSN. Azucena is first generation in her family. Azucena was at the FRC Ribbon Cutting</p>
<b>Consent agenda</b>	<p>a. <b>BOT Meeting Minutes</b> Recommendation action: Approval of the WSU Tech Meeting Minutes on December 14, 2023 were provided to the Board electronically.</p> <p>The board minutes were considered and discussed and thereupon on the motion of Board member Doug Stark seconded by Derrick Nielsen, the board minutes were approved.</p> <p>Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent.</p> <p>b. <b><u>Board review &amp; ratification of employment offers -</u></b></p> <p><b>Megan Clary, Clinical Coordinator</b> <u>Education/Credentials:</u> Bachelor of Science in Nursing, William Jewell</p> <p><b>Nate Arida (internal) Faculty, English</b> <u>Education/Credentials:</u> Master of Fine Arts – English, Wichita State University</p> <p><b>Brynn Thompson, Manufacturing Outreach Coordinator</b> <u>Education/Credentials:</u> Master of Fine Arts – Sociology, Wichita State University</p> <p><b>Clifton Nelson, EPIIC Project Manager</b> <u>Education/Credentials:</u> Master of Arts in Education/Curriculum &amp; Instruction, University of Phoenix</p> <p><b>Keegan Courtright, Sous Chef</b> <u>Education/Credentials:</u> Associates of Applied Science – Culinary Arts, Butler County Community College</p> <p><b>Adrianna Anderson, High School Advisor</b> <u>Education/Credentials:</u> Associate in science – Liberal Arts, Butler County Community College</p> <p><b>Chloe Cloud, Visual Designer</b> <u>Education/Credentials:</u> Bachelor of Arts – Studio Art/Graphic Designer, McPherson College</p> <p><b>Krysti Srey, Faculty, Surgical Tech</b> <u>Education/Credentials:</u> Technical Certificate – Surgical Technology, WSU Tech</p>



	<p><b>Howard, Willie, Industry Trainer</b>  <u>Education/Credentials:</u>  30 years experience in aviation manufacturing, Cessna, Boeing, Spirit</p> <p><b>John (Mike) Jones, Industry Trainer</b>  <u>Education/Credentials:</u>  A&amp;P License  19 years Aviation Maintenance Experience  3 years instructor experience at WSU Tech</p> <p>The consent agenda item(s) were considered and discussed and thereupon on the motion of Board member Greg Stroud seconded by Derrick Nielsen, the Employment offers were approved.</p> <p>Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent.</p>
<p><b>WSU updates</b></p>	<p><b>BioMed Center update</b> – Dr. Rick Muma  Hand out was given to the board members  Presentation for the bio med  WSU, WSU Tech and University of Kansas are moving forward with the plans to build a 471,000 sq ft, \$300M shared Wichita BioMed building campus.  This will support Wichita downtown development via hospitality, culinary arts, and health sciences.  City agreed to give two plots of land near NICHE  Largest investment in Higher Ed  WSU programs will include College of Health Professions, Communication Sciences, Medical Laboratory Sciences, Physician Assistant, Physical Therapy, Public health Sciences, School of Nursing and Speech Language &amp; Hearing Clinic  WSU Tech programs will include Surgical Technician, Practical Nursing, Short Term Health, and Clinical Research  Showed Phase I aerial view of the building  9 floor building. This building is for the future with a lot of glass.  Phase I should break ground in March.  Phase II is where the bus terminals are located.</p>
<p><b>Reports of Officers</b></p>	<p><b>Vice President of Finance &amp; Administration</b> – Marlo Dolezal  Quick update for January Financials  Detail financials are in the portal  Enrollment numbers are higher than anticipated which is driving up Tuition and Fee revenue.  Large contribution to the Foundation  Payroll is under budget  Net income is trending above budget through the first 7 months as a result of multiple areas.  Operating cash is \$17.4M at the end of January.  Cash flow is currently on track to sufficiently support operational needs through the end of the fiscal year as well as fund cash reserves.  We will be able to fully fund operating cash reserves.</p> <p>Motion to approve the January Financials was considered and discussed and thereupon on the motion of Board member Derrick Nielsen seconded by Greg Stroud, the financials were approved.</p> <p>Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent.</p> <p><b>Vice President of Student Success</b> – Dr. Justin Pfeifer  Enrollment Report</p>

	<p>20th census day yesterday  Spring 2024 Comparison</p> <ul style="list-style-type: none"> <li>- Adult credit hours are up 18.7%</li> <li>- High School credit hours are up 14.6%</li> <li>- Overall Totals up 17%</li> <li>- Headcount is up overall 13.9%</li> </ul> <p>Reviewed the Challenges  Machining down (612)  Design down (317)  Auto service down (290)  CATIA down (200)  Aerospace Coatings &amp; Paint down (161)  Sociology is down (126)</p> <p>Other Positives:  \$3 Million in KS Promise awarded to 549 students  Adults 25% Hispanic/Latino  Highest ever headcount and credit hour semester  Highest ever high school semester  3,436 - AY FTE  8,336 - AY Unduplicated Headcount  Reviewed Headcount charts</p>												
<p><b>President's Report</b></p>	<p>Sheree welcomed new board member, Mayor Lily Wu. Mayor Wu will be representing the City Council.</p> <p><b>FY25 Budget</b> – Teresa Seymour  Reviewed the current and new budget cycle. The new budget cycle will allow additional time for budget analysis and development; improving flexibility to funding changes that occur after February.  Annual budget will include a summary of all program Tier Rate changes  Reviewed Tuition &amp; Fees preliminary budget estimates. We are staying a conservative  It was explained that the tuition &amp; fees are currently separate and looking into rolling them into one amount</p> <p><b>Tuition &amp; Fees</b> – Justin Pfeifer  Board member Meredith Olsen challenged us to get a new proposal together on tuition &amp; fees model  The goals of the Committee focused on creating a sustainable model that encourages Simplicity to Students and allows for Efficiencies in Processing.  Deep dive by program was completed  Procedural build out and implementation  2 models fell into the High/High analysis and were selected as a combined model to move forward  -Tuition Only-consolidate Tuition &amp; Fees into one Tuition Rate per Credit Hour  -Cost tiering – based on Program Cost; determine tier rate to charge  Consolidated into Tuition:</p> <table border="0" style="width: 100%;"> <tr> <td>Tuition Fee</td> <td>Lab Fee</td> </tr> <tr> <td>Registration Fee</td> <td>ITL Fee</td> </tr> <tr> <td>Student Fee</td> <td>Technology Fee</td> </tr> <tr> <td>Tool Rental Fee</td> <td></td> </tr> </table> <p>Remain Separate Fee:</p> <table border="0" style="width: 100%;"> <tr> <td>Testing Fee</td> <td>Flight Fee</td> </tr> <tr> <td>Tool Purchases</td> <td>Bookstore Purchases</td> </tr> </table> <p>Explained the analysis and development phase  Tier increments set at \$40  Structured flexibility – programs can select from existing tiers annually</p>	Tuition Fee	Lab Fee	Registration Fee	ITL Fee	Student Fee	Technology Fee	Tool Rental Fee		Testing Fee	Flight Fee	Tool Purchases	Bookstore Purchases
Tuition Fee	Lab Fee												
Registration Fee	ITL Fee												
Student Fee	Technology Fee												
Tool Rental Fee													
Testing Fee	Flight Fee												
Tool Purchases	Bookstore Purchases												

Lower impacts to students YOY if a program has to move a tier due to economic factors  
Recommend "lock in" the tier structure 5-Year Tier increments set every \$40  
The Board will review/approve tier rates every 5 years  
Individual programs changing 3 or more Tiers within the 5-year period  
On the average is a 1% change to tuition

Motion to approve Tier Rates and Processing Phase was considered and discussed and thereupon on the motion of Board member Doug Stark seconded by Andrew Nichols, the Tier Rates were approved.

Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent.

**HLC update** – Sheree Utash

HLC Team will be here Monday February 26<sup>th</sup> – 27<sup>th</sup>  
They will meet with the board at 4:00 PM in S210  
Handed out a high level overview  
Paula Pitts will email out a copy of the HLC Sheet

**SME Manufacturing was tabled due to time constraints.**

**AY24/25 New Programs and Program Revisions-** Trish

Approval is needed to move forward.

Following are the New Programs:

Mobile Equipment Technology – AAS and TC

Data Analytics – AAS and TC

Mental Health Technician – AAS and TC

Esports Management – AAS and TC

Accounting – AAS and TC

Board members discussed and reviewed how Mental Health Technician will help with the pipeline to get them out to workforce?

- Mental Health Technician program will be created in partnership with Mental Health Coalition to address workforce shortages in the area.
- Discussed the need for a mental health certification program for nurses, citing a gap in care and the importance of preparing students for the future.
- Discussed the involvement of various stakeholders, including the Board of Nursing, in addressing this issue, but notes a lack of accountability and responsibility.

Nursing program expansion with clinical sites secured.

- discusses the Mental Health Technician Program, including the current oversight by the State Board of Nursing and the need for clinical sites.
- The program aims to expand to include high school students in the future.

AY24/25 Program Revisions:

Automotive Service Technology

Alternative Fuel Vehicle Maintenance & Advanced Electronics

Tooling & Fixture Fabrication

Non-Destructive Testing

Construction Science

Unmanned Aircraft Systems

Patient Care Technician

Cloud Computing

Information Systems Technology

Manufacturing Technology

	<p>Program revisions are being made to improve processes and align with industry requirements, including changes to course titles and keywords.</p> <p>Discussed realignment of programs to meet industry demands, including increased hands-on training.</p> <p>Program revisions were also due to administrative changes, KBOR alignment requirements, aligned to provide a 2+2 opportunity and Streamlined course electives.</p> <p>The New Programs and Program Revision were considered and discussed and thereupon on the motion of Board member Bryan Frye seconded by Lily Wu, the New Programs and Program Revisions were approved.</p> <p>Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent.</p>
<b>Executive Session</b>	<p><b>Motion for Executive Session – 4:00 PM (Maggie Topping/Doug Stark)</b> I move that this Governing Board recess into executive session for 15 minutes to consider personnel matters of non-elected personnel and that the meeting will reconvene to open session no sooner than 4:15 p.m</p>
<b>Reconvened</b>	<p>The meeting reconvened at approximately 4:25 PM into open session.</p> <p>Maggie Topping made a motion to approve the RFQ approval to begin contract negotiations with Crossland as the highest scorer. Greg Stroud second</p> <p>Motion carried: 10-0 with Meredith Olsen, Matt Hesse, Jay Hohl and Hans Kabat noted absent</p>
<b>Adjournment</b>	<p>At approximately 4:26 p.m., the meeting adjourned</p>

**Approved:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated