

DECEMBER 5, 2024

**Kansas Postsecondary Technical Education Authority
Technical Program and Curriculum Committee**

VIRTUAL (3pm)

Curtis State Office Building
1000 SW Jackson, Suite 520
Topeka, KS 66612

2024-2025

Technical Program and Curriculum Committee:

Mike Beene, Chair

Cindy Hoover, Vice Chair

Mark Hess

Debra Mikulka

Dr. Tiffany Anderson

Natalie Clark

Ray Frederick, Jr.

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2. Supporting Kansas businesses
3. Advancing economic prosperity

KANSAS POSTSECONDARY TECHNICAL EDUCATION AUTHORITY GOALS 2024-2025

Goals

1. Explore opportunities to diversify the funding base for Adult Education services to ensure expansion and sustainability of those services. Activities could include identification and active pursuit of potential funding sources such as grants, private partnerships, and government funding programs.
2. Identify and share best practices in reducing and/or eliminating the actual fees high school students participating in the Excel in CTE programs are assessed and ensure actual costs and potential subsidies are adequately communicated.
3. Explore methods to ensure data used to calculate the components of the instructional cost model represent actual costs.
4. Resume program performance reviews using previously established criteria to validate and communicate the value of technical education in developing a skilled workforce and meeting the needs of business and industry.
5. Improve collaboration and integration of programs between Community Colleges and Technical Colleges and Adult Education centers to streamline joint programs, educational pathways, and communication channels ensuring seamless transitions for learners and between institutions.
6. Explore a methodology to share best practices and communicate student participation rates in work-based learning opportunities.
7. Work with Commerce in expanding the apprenticeship model and include a method for identifying and reporting the number of apprenticeships established and the number of apprentices participating.
8. Explore a method to report participation, promote awareness, and emphasize business & industry partnerships and the value of customized training occurring at the institutions using input from community colleges, technical colleges, and universities.
9. Enhance military articulation and support efforts.
10. Explore opportunities to enhance corrections programs and methods to communicate progress to meet workforce needs.

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MEETING AGENDA

The Kansas Postsecondary Technical Education Authority’s Technical Program and Curriculum Committee will meet virtually through Zoom.

Thursday, December 5, 2024

- | | | | |
|-------------|---|---|-----------------|
| I. | Call To Order | Chair Mike Beene | |
| II. | Approval of Minutes | Chair Mike Beene | <i>p. 1</i> |
| III. | Consideration of Discussion Agenda | | |
| | <i>A. Act on Construction Technology Articulated Credit with Kansas State Department of Education</i> | Crystal Roberts, Associate Director for Workforce Development | <i>p. 6</i> |
| | <i>B. Act on Request(s) for Degree and/or Certificate Programs from Community Colleges and Technical Colleges</i> | Charmine Chambers, Director for Workforce Development | <i>p. 10</i> |
| | <ul style="list-style-type: none">Hutchinson Community College – Barbering (12.0402) | | |
| IV. | Next Meeting Reminder | Chair Mike Beene | <i>p. 12-13</i> |
| | <ul style="list-style-type: none">January 16, 2025 | | |
| V. | Adjournment | Chair Mike Beene | |

**KANSAS POSTSECONDARY
TECHNICAL EDUCATION AUTHORITY**
Technical Program and Curriculum Committee
MINUTES
November 7, 2024

The Kansas Postsecondary Technical Education Authority’s Technical Program and Curriculum Committee met virtually via Zoom on November 7, 2024. Proper notice was given according to the law.

MEMBERS PRESENT: Mike Beene, Chair
 Cindy Hoover, Vice Chair
 Debra Mikulka
 Dr. Tiffany Anderson
 Ray Frederick, Jr.

MEMBERS ABSENT: Natalie Clark
 Mark Hess

Chair Beene called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES

Chair Beene requested a motion and a second to approve the minutes from the meeting held on October 17, 2024. Member Ray Frederick motioned to approve, and Member Cindy Hoover seconded it. The motion passed.

CONSIDERATION OF DISCUSSION AGENDA
ACT ON NEW TECHNICAL PROGRAMS

CONSIDERATION OF DISCUSSION AGENDA
ACT ON NEW TECHNICAL PROGRAMS

**WICHITA STATE UNIVERSITY CAMPUS OF APPLIED SCIENCES AND TECHNOLOGY –
MENTAL HEALTH TECHNICIAN (51.1502) TECHNICAL CERTIFICATE B/39 CREDIT
HOURS, AND ASSOCIATE OF APPLIED SCIENCE DEGREE/60 CREDIT HOURS**

Charmine Chambers, Director for Workforce Development, outlined the proposal, detailing the need for a technical certificate (39 credit hours) and an associate of applied science degree (60 credit hours) to prepare students for licensure as mental health technicians. This initiative stemmed from discussions beginning in 2020 between WSU Tech and the Mental Health and Substance Abuse Coalition (MHSAC) identifying a workforce gap in this area. Since then, Kansas has allocated substantial funding and the South-Central Psychiatric State Hospital is set to open in Wichita by 2026, further underscoring the need for trained mental health technicians.

Students completing this program would be eligible to sit for the Kansas Board of Nursing’s Licensed Mental Health Technician exam. Enrollment projections for the program suggest 10 students in its first year, with a target of 20 students annually in subsequent years. WSU Tech identified the program under the mental health technician occupational code. Director Chambers noted a request to reinstate technical funding for this code, which after program review had been reclassified to non-technical status in 2021. Supporting data highlighted a projected 8.3% growth in this field over the next decade, significantly higher than the state average of 3.3% across all occupations. Mental health technicians are also included in Kansas’s high-demand occupation listings, with annual job openings estimated at 109.

The median salary for mental health technician roles is just over \$37,000, with most job postings requiring a high school diploma or equivalent. WSU Tech's proposal also aligns with the Perkins Comprehensive Local Needs Assessment, which identified mental health technician training as a local necessity. The program garnered support from various stakeholders, including seven letters from organizations committed to interviewing graduates, hosting internships, and collaborating with instructors.

Director Chambers explained that WSU Tech and Wichita State University collaborated on curriculum development, ensuring both institutions offer complementary mental health technician training pathways. The associate degree program will begin in fall 2025, with estimated start-up costs of \$129,000—primarily for new faculty salaries and instructional materials. Dean Deshawn Linson will oversee the program. No objections were raised after a 10-day public comment period, and WSU Tech representatives were available for additional questions.

Member Dr. Tiffany Anderson moved to approve WSU Tech's program request, to reinstate the program CIP to technical status, and have the item placed on the Consent Agenda for the next TEA meeting. Member Cindy Hoover then seconded the motion. The motion carried.

BARTON COMMUNITY COLLEGE – MEDICAL LABORATORY ASSISTANT (51.0802)
TECHNICAL CERTIFICATE A/28 CREDIT HOURS

Director Charmine Chambers introduced Barton County Community College's request for a Medical Lab Assistant program. This program was initiated in response to employer demand and a request from the college's Advisory Board. It will enable students to earn the Medical Lab Assistant Certification from the American Society for Clinical Pathologists, and it is projected to enroll 10 students each semester.

According to the Kansas Department of Labor, this field is expected to grow by 0.4% annually, with a median wage of \$57,670. The occupation falls under clinical lab technologists and technicians and is considered high-demand and high-wage, with approximately 250 annual job openings. Lightcast job analytics for the past year indicated 4,548 job postings, 1,278 unique, with a yearly median advertised salary of \$43,600. Although a bachelor's degree is typically required, 77% of job postings indicated an associate degree or less as the minimum qualification.

The program was identified in Barton's Perkins Comprehensive Local Needs Assessment as a "bright outlook" occupation, addressing a statewide demand. Four letters of support accompanied the proposal, pledging employment opportunities and clinical training sites. Barton's Medical Lab Technician (MLT) program will align with this new assistant program, with overlapping courses that feed into the MLT pathway. The required phlebotomy course for the MLT program also supports the Medical Lab Assistant pathway, and several local school districts expressed support.

Barton County Community College plans to launch the program in fall 2025, with initial costs estimated at under \$10,000. These costs include \$7,290 for part-time faculty, \$1,350 for accreditation, and \$990 for instructional materials. Karen Gunther, the current director of the MLT program, will oversee the program. The program's 10-day public comment period closed without any comments, and representatives from Barton were available for further discussion.

Kathy Kottas, Dean of Workforce Training at Barton Community College, introduced her team and thanked Director Chambers for supporting the proposal. During the Q&A, Member Debra Mikulka asked about the wage and demand data for medical lab technicians and assistants and if the high-wage, high-demand classification accurately applied to assistants. Director Chambers clarified that the Kansas Department of Labor combines data for both roles, which can obscure assistant-specific figures. She

noted the combined median wage is \$57,670, while job postings suggest a closer median salary of \$43,600 for assistant-level roles.

Chair Mike Beene called for a motion to approve Barton Community College's request for a Medical Laboratory Assistant Certificate program and add the program to the Consent Agenda for the next TEA meeting. Member Ray Frederick so moved, and Member Cindy Hoover seconded. The motion carried.

WASHBURN UNIVERSITY INSTITUTE OF TECHNOLOGY – ASSOCIATE DEGREE NURSE (51.3801) ASSOCIATE OF APPLIED SCIENCE DEGREE/65 CREDIT HOURS

Chair Mike Beene introduced Washburn Tech's proposal for an Associate of Applied Science Nursing degree. Member Debra Mikulka noted that she would abstain from the discussion.

Director Chambers detailed the proposal, highlighting that the new 65-credit Associate Degree in Nursing (ADN) was developed in response to industry partner requests from Washburn Tech's Advisory Council. Program graduates would qualify to sit for the NCLEX-RN, and enrollment is expected to reach 30 students per semester. Data projections indicate a slight annual growth rate of 0.5% in the field, with a median wage of \$75,780. This occupation is also classified as high-demand, high-wage in Kansas, with many job postings showing an associate degree as the typical entry requirement.

Director Chambers further noted that the program aligns with the Kansas Perkins Needs Assessment, which identified a gap between job openings and local graduates in the field. Six letters of support from industry partners were included, with commitments to interview graduates, provide clinical sites, and participate in advisory roles. Washburn Tech collaborated with Washburn University's School of Nursing for a seamless pathway to the BSN program and consulted Barton County Community College for curriculum development.

The program's projected start date is spring 2025, and its estimated startup cost is \$651,975, covering faculty salaries, accreditation fees, and supplies. Pam Masters, the Assistant Dean of Health Occupations, will oversee the program. Director Chambers noted no public comments during the review period and invited questions from the committee.

Scott Smathers, Dean of Washburn Tech, added that the ADN program is a natural extension of their successful LPN program, which has maintained a 100% pass rate. This new program will allow LPNs to advance to RNs without committing to a full BSN, addressing the high local demand for RNs from area hospitals. Smathers also mentioned the support of several key staff members involved in program development, who were available for questions.

Member Cindy Hoover inquired about the funding for Washburn Tech's new ADN program, given its high cost. She asked if the expense would be covered solely by their standard budget or if grants were available to help. Dean Scott Smathers clarified that while the primary funding would come from their standard budget, they are also exploring opportunities to use special grants focused on student success to help offset some of the costs.

Member Cindy Hoover moved to approve Washburn Tech's request for an AAS in Nursing (ADN) program and that the item be placed on the Consent Agenda for the next TEA meeting. The motion was seconded by Member Ray Frederick. The motion passed.

WICHITA STATE UNIVERSITY CAMPUS OF APPLIED SCIENCES AND TECHNOLOGY – ELECTRICAL TECHNOLOGY (46.0302) TECHNICAL CERTIFICATE B/37 CREDIT HOURS, AND ASSOCIATE OF APPLIED SCIENCE DEGREE/60 CREDIT HOURS

Director Chambers presented WSU Tech’s proposal for an Electrical Technology program designed in response to input from local industries and the Kansas Department of Corrections. The program addresses a key gap for students who begin their electrical training at the Juvenile Detention Center in Topeka but are unable to complete the training program when they return to Wichita. This initiative aims to meet both workforce and educational needs while helping reduce recidivism.

Students will gain OSHA, NCCER, and NC3 certifications and be prepared for the journeyman electrical exam. Anticipated enrollment is 10 students in the first year, with plans to expand to two cohorts of 20 by the second year. According to Kansas Department of Labor data, demand for this occupation is expected to grow by 0.9% annually, with a median wage near \$60,000. The program aligns with high-demand, high-wage occupation listings and regional job projections, which show an annual need for 642 positions.

WSU Tech collaborated with Washburn Tech to align courses and ensure smooth transferability. Initial costs for the program are projected at just over \$100,000, covering faculty and instructional materials, with Jesse Lane, Dean of Applied Technology, overseeing the program. The proposed start date is Fall 2025, with no public comments received during the review period.

Jessi Lane, Dean of Applied Technologies at WSU Tech, announced that they had received a grant from the Patterson Foundation, specifically designated to fund the startup costs for lab and equipment, ensuring a strong foundation for the Electrical Technology program. Chair Mike Beene congratulated her on the grant.

During the discussion, Member Ray Frederick asked about the support from local electrical contractors, noting an absence of direct letters from electrical contractors in the program proposal. Dean Jessi Lane explained that while initial industry partners, such as fiber-optic companies, have expressed interest in the transferable skills provided by the program, the college continues to engage electrical contractors, including upcoming discussions with the International Brotherhood of Electrical Workers (IBEW). Dean Lane also noted plans to work with the Associated General Contractors (AGC), representing non-union contractors, to expand partnerships.

Member Ray Frederick inquired about the importance of a degree versus a journeyman certificate to potential employers. Dean Lane clarified that obtaining the journeyman certification is the primary objective for employment readiness. In Sedgwick County, technical education can be a substitute for one year of on-the-job training, positioning students to begin their journey toward licensure upon entering the workforce.

Member Debra Mikulka moved to approve the program proposal, requesting that WSU Tech include names of local employers who would serve on support committees and hire program graduates and that the item be on the Consent Agenda for the next TEA meeting. Member Cindy Hoover seconded the motion. The motion passed.

ACT ON EXCEL IN CTE FEES

The Excel in CTE fees listed below were reviewed by KBOR staff and are presented for discussion by the Technical Education Authority’s Technical Program and Curriculum Committee:

BARTON COMMUNITY COLLEGE – MEDICAL LABORATORY ASSISTANT (51.0802)

WICHITA STATE UNIVERSITY CAMPUS OF APPLIED SCIENCES AND TECHNOLOGY – MENTAL HEALTH TECHNICIAN (51.1502)

Director Chambers noted Barton Community College’s total requested Excel in CTE program fees would amount to \$684, to cover background checks and immunization tracking (\$105) and textbooks (\$579).

Additionally, WSU Tech requested approval of a \$20 fee for a "Management of Aggressive Behavior" textbook. Director Chambers clarified that no additional information was included in the packet, as these programs are unique and have no existing Excel in CTE fees to compare against.

Member Cindy Hoover moved to approve the requested Excel in CTE fees as presented and to include these items on the Consent Agenda for the next TEA meeting. Member Ray Frederick seconded the motion. The motion passed.

ACT ON PROMISE ACT PROGRAMS

The following programs sought approval to become eligible for the Promise Act after being reviewed by KBOR staff. They recommended for approval by the Technical Education Authority's Technical Program and Curriculum Committee:

BARTON COMMUNITY COLLEGE – MEDICAL LABORATORY ASSISTANT (51.0802)

WASHBURN UNIVERSITY INSTITUTE OF TECHNOLOGY – ASSOCIATE DEGREE NURSE (51.3801)

WICHITA STATE UNIVERSITY CAMPUS OF APPLIED SCIENCES AND TECHNOLOGY – ELECTRICAL TECHNOLOGY (46.0302)

WICHITA STATE UNIVERSITY CAMPUS OF APPLIED SCIENCES AND TECHNOLOGY – MENTAL HEALTH TECHNICIAN (51.150)

Member Dr. Tiffany Anderson moved to approve the four programs as presented and that these items be placed on the Consent Agenda for the next TEA meeting. Member Ray Frederick seconded the motion. The motion passed.

NEXT MEETING REMINDER

Chair Mike Beene announced that the Program and Committee Meeting would occur on Thursday, December 5, 2024. He also reminded the group that the upcoming TEA meeting, scheduled for November 21st, will be held via Zoom.

ADJOURNMENT

Member Frederick made a motion to adjourn, which was seconded by Member Mikulka. Chair Mike Beene adjourned the meeting at 3:39 p.m.

III. Consideration of Discussion Agenda

A. *Act on Construction Technology Articulated Credit with Kansas State Department of Education*

Crystal Roberts, Associate Director for Workforce Development

Summary

One of the foundational strategic priorities of the Postsecondary Technical Education Authority (TEA) has been to enhance technical education in the state through the alignment of specific technical programs to ensure the needs of business and industry are consistently met.

Program Alignment has four primary objectives: provide direct business and industry input regarding required and preferred technical skills needed as well as program exit points matching employment opportunities for graduates; identify nationally recognized third-party industry-recognized certifications; identify common and support courses within a program; and decrease the variability in program length.

The TEA and Kansas Board of Regents (KBOR) approved Program Alignment process model was developed through cooperative efforts of community and technical college representatives, authority members, and KBOR staff. Providing aligned articulated course credit between secondary and postsecondary technical education programs across Kansas is an extension of the model.

Background

One of the strategic priorities of the Postsecondary Technical Education Authority (TEA) is to enhance technical education in our state by the alignment of specific technical programs. This project is driven by the needs of business and industry in the state. Program Alignment consists of five phases:

- Phase I: Research and industry engagement.
- Phase II: Faculty engagement and aligning curriculum with certifications.
- Phase III: Approval of program structure and curriculum.
- Phase IV: Implementation.
- Phase V: Standards revision.

Kansas statute §74-32,402(10) states that the TEA shall “coordinate the development of a seamless system for the delivery of technical education between the secondary-school level and the postsecondary-school level.” In addition, the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) outlines that state leadership activities may use funding to establish statewide articulation agreements aligned to approved programs of study. In accordance with both the state and federal statutes, a Perkins Reserve Grant was developed for statewide articulated credit to fall under Phase V of the program realignment process.

Phase V: Standards Revision: Construction Technology (46.0201)

The Construction Technology programs at the postsecondary level were last realigned in 2023. With the current program alignment, competencies identified within the common courses represent opportunities for articulation with the Kansas Department of Education (KSDE).

In the fall of 2023, a Perkins Reserve Grant was established to provide a \$2,500 stipend each for up to two postsecondary faculty representatives to create a crosswalk of articulated credit options from KSDE pathway courses to Kansas Board of Regents (KBOR) common courses in aligned programs. The end goal of this grant project was to transform this articulated credit crosswalk into a statewide articulation map for secondary coursework to postsecondary coursework for Construction Technology.

Preferred candidates for the grant were Construction Technology faculty representatives having experience with the postsecondary program alignment process as well as secondary-level pathway/course reviews. Joseph Dobbs from Fort

Hays Tech – Northwest was selected for this project. Mr. Dobbs has a background working in the construction industry, is a NCCER-certified curriculum instructor, reviewer for the current KSDE Construction & Design Pathway courses, instructor for both secondary and postsecondary credit, and his students participate in the SkillsUSA Kansas carpentry competitions.

Construction Technology program faculty and administrators from sixteen institutions, KSDE staff, and KBOR staff met virtually on October 15, 2024, to review the articulated course credit crosswalk proposal initially developed by Mr. Dobbs. The proposed crosswalk was based on comparisons of KSDE pathway course competencies to KBOR common course competencies, NCCER standards for certification, and pre-existing caveats included in KSDE Statewide Articulation Agreements with individual two-year colleges. The articulated credit crosswalk proposal then followed the standard program alignment process for a 10-day faculty comment period.

The proposed articulated credit crosswalk was issued for presidential comment from November 4, 2024, to November 19, 2024. Early in the comment period, it was brought to the attention of Board staff that the proposed crosswalk did not include an essential Drafting & Print Reading course option from the KSDE Construction and Design Pathway. Updates were made and the attached proposed articulated credit crosswalk was re-issued for a combined faculty and presidential comment period from November 8, 2024, to November 22, 2024. No comments requesting modifications to the proposed Construction Technology articulated credit crosswalk were received.

Recommendation

The proposed Construction Technology articulated credit crosswalk has been reviewed by Board staff and is recommended for approval by the Technical Education Authority’s Technical Program and Curriculum Committee.

Construction Technology Articulated Credit - KSDE to KBOR Alignment Crosswalk	
Recommended that students earn a B or higher for any of the courses listed.	
Students must meet listed articulated benchmarks for NCCER Core or complete NCCER Core Certification in high school.	

Introductory Craft Skills		
High School Course	KSDE Course Code	College Common Course
Introduction to Skilled Trades	38001	Introductory Craft Skills (2-3 Credits)
AND		
General Carpentry I	17002	

Construction Basics		
High School Course	KSDE Course Code	College Common Course
Production Print Reading I	21108	Construction Basics (2-3 Credits)
OR		
Drafting/Print Reading	21102	
AND		
Introduction to Skilled Trades	38001	
AND		
General Carpentry I	17002	

KSDE Benchmarks: Qualification Requirements for NCCER Core Certification*

21108/Production Print Reading I	BENCHMARK 1: Competencies 1.1 - 1.10
21102/Drafting and Print Reading	BENCHMARK 1: IDENTIFICATION AND KNOWLEDGE - Competencies 1.1 - 1.9
	BENCHMARK 2: DEMONSTRATION - Competencies 2.1 - 2.7
38001/Introduction to Skilled Trades	BENCHMARK 1: BASIC SAFETY - Competencies 1.1 - 1.7
	BENCHMARK 2: HAND AND POWER TOOLS - Competencies 2.1 - 2.4
	BENCHMARK 3: PRINT READING - Competencies 3.1 - 3.3
	BENCHMARK 4: COMMUNICATION AND EMPLOYABILITY SKILLS - Competencies 4.1 - 4.5
17002/General Carpentry I	BENCHMARK 0: Competency 0.1
	BENCHMARK 1: ORIENTATION AND WORK BASED SKILLS - Competencies 1.1 - 1.7
	BENCHMARK 2: SAFETY IN CONSTRUCTION - Competencies 2.1 - 2.5
	BENCHMARK 3: FOUNDATIONAL KNOWLEDGE - Competencies 3.1 - 3.6
	BENCHMARK 4: HAND AND POWER TOOLS - Competencies 4.1 - 4.3

NOTES:
To receive postsecondary credit for Construction Technology courses, the student must:
1. Complete the KSDE approved high school Career Cluster Pathway (CCP) program with a minimum of a 3.0 cumulative high school GPA. Student must earn a B or higher for any of the KSDE/high school courses listed.
2. Attain completer status through successful completion of high school CCP sequence of courses. (A completer is a student who has earned a minimum of three secondary level credits in a single CTE pathway, with at least two of those credits being a combination of technical and application-level courses. The student must also earn or complete at least one or more of the following aligned to the Pathway/Program: Industry-recognized certification or passing score on a third-party, end-of-pathway assessment; Excel in CTE Qualifying Recognized Credential; Nine + college hours leading to completion of a certificate or postsecondary program; or High-quality work-based learning career preparation experience [KSDE, Kansas Career Cluster Guidance Handbook 2024-2025, p.50].)
3. Provide a certified letter or official transcript from high school verifying the completion of the designated CCP to the postsecondary institution's Office of the Registrar.
4. Submit a CCP Credit Award Request Form signed by an authorized high school official verifying completion of the KSDE approved CCP to the postsecondary institution's Office of the Registrar.
5. *Submit documentation of meeting KSDE Benchmark requirements. In the absence of documentation (e.g., NCCER Testing Record), students may be subject to a placement performance test conducted by the postsecondary institution. This test shall be at no cost to the student and only used when the student is unable to provide the preferred documentation. The purpose for this alternate method is for high schools that do not have access to the NCCER program.
6. Meet all of the postsecondary institution's admissions criteria and program prerequisites.
7. Successfully complete the next postsecondary course in the sequence.
8. Complete a minimum of 12 credit hours of postsecondary institution's undergraduate coursework as a full-time direct from high school student in good standing with at least a 2.0 GPA.

III. Consideration of Discussion Agenda

B. *Act on Request(s) for Degree and/or Certificate Programs from Community Colleges and Technical Colleges*

Charmine Chambers, Director for Workforce Development

Summary and Staff Recommendation

To develop and enhance the talent pipeline for Kansas business and industry, new programs and/or additional programs are required. The Board office received a request from Hutchinson Community College to offer a Technical Certificate B (38 credit hours) and an Associate of Applied Science (62 credit hours) in Barbering.

The program addressed criteria requested and was subject to the 10-day comment period required by Board policy. The program was reviewed by Board staff and is presented for review and discussion by the Technical Education Authority's Program and Curriculum Committee.

Background

Community and technical colleges submit requests for new certificate and degree programs utilizing forms approved by Board staff. Criteria addressed during the application process include but are not limited to the following: program description, demand for the program, duplication of existing programs, faculty requirements, costs and funding, and program approval at the institution level.

Description of Proposed Programs:

Hutchinson Community College (HCC) requests approval of the following program:

- Barbering (12.0402) – Technical Certificate B/38 credit hours, and Associate of Applied Science/62 credit hours

The U.S. Department of Education's Classification of Instructional Programs (CIP Code) 12.0402 describes a Barbering/Barbers program as one that prepares individuals to shave and trim facial/neck hair and beards, cut and dress hair, fit hairpieces, give facial and scalp massages, apply cosmetic treatments, and to prepare for licensure as professional barbers at various levels. The curriculum includes instruction in facial shaving; beard and mustache shaping and trimming; shampooing; hair cutting; hair styles and styling art; facial treatments and massage; chemical applications; hair and scalp anatomy and physiology; hairpiece and toupee fitting; equipment operation; health and safety; customer service; and shop business practices.

Cross walking the proposed CIP Code 12.0402 (Barbering/Barbers) to occupations resulted in a match to one Standard Occupation Classification code (SOC): 39-5011 Barbers, which is defined as an occupation in which one would provide barbering services, such as cutting, trimming, shampooing, and styling hair; trimming beards; or giving shaves.

HCC was approached by the Kansas Board of Barbering (KBOB) in 2016 to discuss how HCC may offer a Barbering program to meet the increased demand in the state. Since that time, HCC has been working to lay the groundwork to begin offering Barbering. Facility plans for a Barbering clinic floor were approved by KBOB in 2022, and facility renovations are being finalized currently. The current curriculum requirements from KBOB have been revisited and the curriculum remains current. HCC has applied for school licensure in November 2024, and that licensure is anticipated to run January 2025 – January 2026. In addition to the 38-credit hour certificate and the 62-credit hour Associate of Applied Science, HCC will offer the ability for licensed Cosmetologists to stack their existing licensure with an additional 14 credit hours of training to acquire a Barber License.

The proposed program consists of a 38-credit hour Technical Certificate, and a 62-credit hour Associate of Applied Science. The program will be accredited by the Kansas Board of Barbering, and students will be prepared to sit for the Kansas Barber License. HCC anticipates enrollment of 10 students the first year, and 20 full-time and 20 part-time students in years two and three.

The Kansas Department of Labor Long-term Occupation Projections 2022-2032 data is small cell suppressed for Barbers. HCC collaborated with employers to specifically identify data regarding anticipated hiring needs in letters of support, and estimated hiring needs are between 30 to 205 additional barbers in the next five years. The typical education needed for occupation entry is a postsecondary non-degree award.

Lightcast job posting analytics show between October 2023 through October 2024, 114 total postings (45 unique postings) were advertised statewide. The annual median advertised salary was \$65,400. 82% of postings do not indicate a minimum education for entry in the occupation.

HCC explained that the proposed program is included in the FY24-FY26 Perkins Comprehensive Local Needs Assessment, the O*NET projections indicating 730 job openings per year in the state.

Six letters of industry support for the proposed program were received from Diamon Dutz, Rebel Cuts, Great Clips Corporate, Shear Energy, Sport Clips, and Black Dahlia. Supports and commitments for the program include mentorships, interviewing program graduates, recommending equipment, tools, and supplies, assisting with curriculum development, and advisory committee membership.

Currently, no institutions offer a similar program based on CIP code and/or program title.

The college plans to begin the proposed program in January 2025 and estimates the initial cost of the proposed program at \$124,028 total, including \$55,478 for new, full-time faculty, \$11,000 for facility modifications, \$3,850 for marketing, recruiting, and professional development, and \$53,700 for equipment, instructional supplies and materials, tools, and technology. Jillene Cunningham, Department Co-Chair for Ag, Business, Computer and Technology will assume responsibility for the program.

The proposed program was subject to the 10-day comment period from November 14, 2024, to November 28, 2024, during which no comments were received.

Recommendation

The new program request submitted by Hutchinson Community College for Technical Certificate B for 38 credit hours, and an Associate of Applied Science for 62 credit hours in Barbering has been reviewed by Board staff and is brought forward for discussion.

IV. Next Meeting Reminder

Chair Mike Beene

- January 16, 2025

V. Adjournment

Chair Mike Beene

Postsecondary TEA Meeting Dates 2024-2025

Conference number: see agenda Access code: see agenda

TEA Meeting Dates

Location

TEA meeting times and locations are subject to change based on the availability of the committee members

Thursday, August 29, 2024	KBOR Office, Topeka - 10 a.m.
Thursday, September 26, 2024	Conference Call - 10 a.m.
Thursday, October 31, 2024	KBOR Office, Topeka - 10 a.m.
Thursday, November 21, 2024	Conference Call - 10 a.m.
Thursday, December 19, 2024	Conference Call - 1:30 p.m.
Thursday, January 30, 2025	KBOR Office, Topeka - 10 a.m.
Thursday, February 27, 2025	Conference Call - 10 a.m.
Thursday, March 27, 2025	KBOR Office, Topeka - 10 a.m.
Thursday, April 24, 2025	Conference Call - 10 a.m.
Thursday, May 29, 2025	KBOR Office, Topeka - 10 a.m.

Committee Conference Call Meeting Dates

Location

Committee meeting times and dates are subject to change based on the availability of the committee members

<i>All Committee meetings are conference calls</i>	
Thursday, August 15, 2024	<p>Budget/Finance Committee: 8:30 a.m. to 9:30 a.m.</p> <p>Program/Curriculum Committee: 3:00 p.m. to 4:30 p.m.</p>
Thursday, September 12, 2024	
Thursday, October 17, 2024	
Thursday, November 7, 2024	
Thursday, December 5, 2024	
Thursday, January 16, 2025	
Thursday, February 13, 2025	
Thursday, March 13, 2025	
Thursday, April 10, 2025	
Thursday, May 15, 2025	

CURRENT FISCAL YEAR MEETING DATES KANSAS BOARD OF REGENTS

Fiscal Year 2025

Board of Regents Meeting Dates

Agenda Materials Due to Board Office

July 29-31, 2024

September 18-19, 2024

October 16-17, 2024 Campus Visit (WSU)

November 20, 2024

Nov. 21-22, 2024 Campus Visit (KSU)

December 18-19, 2024

January 15-16, 2025

February 12-13, 2025

March 12-13, 2025

April 16-17, 2025 (PSU)

May 14-15, 2025

June 11-12, 2025

August 28, 2024 at **NOON**

October 30, 2024 at **NOON**

November 25, 2024 at **NOON**

December 24, 2024 at **NOON**

January 22, 2025 at **NOON**

February 19, 2025 at **NOON**

March 26, 2025 at **NOON**

April 23, 2025 at **NOON**

May 21, 2025 at **NOON**

MEETING DATES FOR FY 2025

Fiscal Year 2025

Meeting Dates

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